

PROJECT CONTRACT no 11.1-3/26/106-1
for the use of the support provided under the Bilateral Fund
within the European Economic Area and Norwegian Financial Mechanism

The **State Shared Service Centre** (hereinafter referred to as ‘SSSC’), represented by the Deputy Director General Urmo Merila, and the **Football Association of Norway** (hereinafter referred to as ‘*Project Promoter*’), represented by the President Lise Klaveness, conclude this project contract (hereinafter referred to as ‘*Contract*’) as follows:

1. General provisions

- 1.1. SSSC shall perform the functions of the National Focal Point within the framework of the European Economic Area/Norwegian Financial Mechanism Bilateral Fund.
- 1.2. A grant of EUR 96 626 (ninety-six thousand six hundred and twenty-six) has been awarded to the Project Promoter for the implementation of the project ‘**Grassroots Football Coaching Course Estonia (GFCC): Advancing Gender Equality through Inclusive Grassroots Football**’ (hereinafter ‘*Project*’) on the basis of a decision of the Joint Committee for the Bilateral Fund of 19 February 2026.
- 1.3. The total budget of the project is EUR 96 626. The implementation period of the project is 20.02.2026–31.12.2027.
- 1.4. The purpose of the Contract is to regulate the rights and obligations of the parties in the implementation of the funded project and in the use of the grant.
- 1.5. Information and documents related to the application and use of the grant will be provided in the e-grant environment. The Project Promoter shall provide SSSC with information on the person representing them in the e-grant environment.

2. Contract documents

- 2.1. The documents in this Contract consist of the Contract and the following Annexes:
 - 2.1.1. The Regulation on the implementation of the Norwegian Financial Mechanism 2021–2028 adopted by the Norwegian Ministry of Foreign Affairs on 16 January 2025;
 - 2.1.2. The Regulation on the implementation of the European Economic Area Financial Mechanism 2021–2028, adopted by the Financial Mechanism Committee on 7 January 2025;
 - 2.1.3. Agreement of 27 May 2025 between the State Shared Service Centre, the Financial Mechanism Committee and the Norwegian Ministry of Foreign Affairs on the Bilateral Fund;
 - 2.1.4. The Foreign Relations Act and the Government Decree issued on the basis of Section 8(4) thereof;
 - 2.1.5. Application no 2021-2028.2.01.26-0004¹ submitted by the Project Promoter and its annexes (hereinafter referred to as *Application*);
 - 2.1.6. Decision of the Joint Committee for the Bilateral Fund of 19 February 2026 approving the Project Promoter’s application.
- 2.2. All documents in the Contract form an integral part of the Contract and together with the Contract form a single comprehensive agreement between the parties. The Contract

¹ E-grant environment number

documents under points 2.1.1. to 2.1.3. are available on the Estonian sub-page of the EEA/Norway Financial Mechanisms website.²

3. Rights and obligations of the parties

3.1. The Project Promoter shall:

- 3.1.1. use the grant referred to in point 1.2. in accordance with the procedures and under the conditions agreed in the Contract;
- 3.1.2. implement the project in accordance with the due dates and conditions set out in the application and the Contract;
- 3.1.3. inform and request the approval of the SSSC for changing the project;
- 3.1.4. enable the SSSC to verify that the grant is being used for its intended purpose and that the project is being carried out in accordance with the Contract;
- 3.1.5. take into account written observations submitted by SSSC and instructions in accordance with the Contract;
- 3.1.6. repay the grant in the amount and by the deadline indicated in the financial correction decision;
- 3.1.7. answer questions from SSSC concerning the Project Promoter, the partners and the implementation of the project, and provide SSSC with the information, documents and reports requested in due term;
- 3.1.8. keep the original documentation related to the execution of the project and the grant for at least until 31.12.2035 or three years from the approval of the Final Country Report by the Financial Mechanism Committee, if that happens later; in the latter case, upon approval of the Final Country Report, SSSC shall inform the Project Promoter of the new due date;
- 3.1.9. allow the person carrying out the monitoring, including the auditor, access to the premises and territories related to the execution of the project;
- 3.1.10. inform SSSC immediately in writing of any significant change in the information provided or any circumstance which affects or may affect the Project Promoter's and/or partner's compliance with its obligations;
- 3.1.11. inform SSSC immediately in writing of the high probability or inevitable nature of the negative outcome of the project revealed during the execution of the project and of the questionable feasibility of continuing the project;
- 3.1.12. comply with the applicable national and EU law on public procurement, as well as Article 8.16 of the Regulations at any level in the implementation of the project. The applicable procurement law is the law of the country in which the procurement is being carried out;
- 3.1.13. take all necessary measures to prevent conflict of interest while implementing the project;
- 3.1.14. comply with the applicable notification requirements when using the grant and demonstrate that it is a grant from the Bilateral Fund within the European Economic Area and Norwegian Financial Mechanism, using the appropriate symbols³;
- 3.1.15. keep a record of the revenue generated by the project's activities during its lifetime and provide a corresponding overview at the latest in the final report. Revenue generated by project activities during the lifetime of the project shall be treated as part of the project budget;

² Available at [EEA and Norway Grants Estonia](#)

³ A communication and design guide is available here: [2021-2028: Communication and Design Manual | FMO](#).

- 3.1.16. make eligible costs and carry out eligible activities related to the project during the eligibility period of the project specified in Article 1.3 of the Contract. The grant will be paid as a lump sum⁴ upon achievement of the results specified in the application, upon submission of supporting documents proving the achievement of the results specified in the application. Outputs specified in the application and corresponding lump sums:
- coaching course programme 1 (2026) – lump sum of EUR 49 725;
 - coaching course programme 2 (2027) – lump sum of EUR 46 901.
- 3.1.17. submit to SSSC, in the e-grant environment, an application for advance payment or lump sum for the project. The lump sum application shall be submitted once the supported activity has been carried out and the corresponding supporting documents are available. The grant shall be paid when the result on which the payment is based has been achieved and verified. No payment shall be made upon partial achievement of the results underlying the payment. Applications for lump sums shall be submitted at the same time as the interim and final reports;
- 3.1.18. submit to SSSC, in the e-grant environment, an interim report on the project by 15 January, with the status of the end of the month preceding it. If the time lag between the submission of the interim and the final report is less than 6 months, only the final report may be submitted;
- 3.1.19. submit the final report of the project to the SSSC via the e-grant environment no later than 45 days after the end date of the eligibility period of the project;
- 3.1.20. ensure public access to the results of the project, while considering the nature of the project and necessity, for at least 5 years after approval of the final report of the project;
- 3.1.21. ensure that the project partner complies with its obligations under the Contract documents and uses the grant in accordance with the application and the Contract.

3.2. SSSC shall:

- 3.2.1. transfer the grant to the Project Promoter after SSSC has validated the application for payment, if SSSC has no objections to the relevance and eligibility of the operations to be financed;
- 3.2.2. transfer the grant to the Project Promoter after SSSC has validated the application for an advance payment, if SSSC has no objections to the application for an advance payment;
- 3.2.3. make the final payment to the Project Promoter within one month after verifying that the project activities have been carried out and approving the final report;
- 3.2.4. make the relevant guidance material available on its website or communicate it to the Project Promoter by e-mail;
- 3.2.5. inform the Project Promoter of any changes in the documents governing the use of the aid;
- 3.2.6. approve or reject the reports submitted by the Project Promoter and the application for payment no later than 60 days after their receipt. In justified cases, SSSC may extend the time limit for processing by notifying the Project Promoter.

3.3. SSSC shall have the right to:

- 3.3.1. monitor the contractual use of the grant and compliance with the obligations;

⁴ Using draft budget method according to Article 8.3.2d of the Regulations brought out in points 2.1.1 and 2.1.2 of this contract.

- 3.3.2. carry out, at any time, on-the-spot checks and/or audits on working days to verify project activities, outputs and results;
- 3.3.3. require the submission of any additional data and documents relating to the activities of the project;
- 3.3.4. refuse, in justified cases, to modify the Contract, for example to change the purpose of the Contract or to extend the eligibility period unreasonably;
- 3.3.5. terminate the Contract, terminating the payment of the grant or requesting its repayment, in whole or in part, where at least one of the circumstances listed in point 4.1 applies;
- 3.3.6. not pay the lump sum if the report submitted shows that the Project Promoter and/or partner has failed to carry out all or part of the activities planned in the action plan.

4. Recovery of grant

- 4.1. SSSC shall be entitled to recover all or part of the grant paid to the Project Promoter if at least one of the following circumstances occurs:
 - 4.1.1. there is a circumstance in which the application would not have been approved;
 - 4.1.2. the Project Promoter and/or partner is in breach of an obligation under the Contract, including not using the grant in accordance with the conditions laid down or not respecting the deadlines for carrying out the project;
 - 4.1.3. the Project Promoter and/or partner is in breach of their legal obligation;
 - 4.1.4. the Project Promoter is unable to continue to use the grant under the conditions laid down;
 - 4.1.5. the project cannot be implemented to the extent indicated;
 - 4.1.6. the Project Promoter submits a declaration of withdrawal.
- 4.2. If the Project Promoter of the aid fails to comply with its obligations, SSSC shall prepare a financial correction decision and the grant shall be recovered in accordance with Section 8(5)¹ to (5)⁹ of the Foreign Relations Act⁵.

5. Contact persons and notifications

- 5.1. The contact persons of the parties for matters relating to the performance of the Contract are:
 - 5.1.1. SSSC – **Kelly Poopuu**, telephone: +372 663 1911, e-mail: kelly.poopuu@rtk.ee;
 - 5.1.2. Project Promoter – **Anders Hasselgård**, telephone: +4790776048, e-mail: anders.hasselgard@fotball.no.
- 5.2. Any change of the parties' representatives shall be notified to the other party by e-mail.
- 5.3. All data and declarations of intent relating to the Contract between the parties (hereinafter referred to as 'notices'), including notification of a breach of the Contract, are to be made in a form reproducible in writing, except where the notice is of an informative nature, does not produce legal effects, or where otherwise provided for in this Contract.

6. Final Provisions

- 6.1. This Contract shall enter into force retroactively on 20 February 2026 and shall remain in force until the parties have duly fulfilled all their obligations.
- 6.2. The Contract may be amended by written agreement between the Parties. During the implementation of a project, only changes to the eligibility period of the project are allowed. The amendments shall enter into force after signature by both parties or within the time limit set by the parties.

⁵ [Foreign Relations Act–Riigi Teataja](#)

- 6.3.** Disputes arising under the Contract shall be settled by negotiation. If the negotiations fail, disputes are settled in Tallinn Administrative Court.
- 6.4.** For matters not covered by the Contract, the Parties shall be guided by the legislation in force in the Republic of Estonia and by the documents of the Contract referred to in point 2 of the Contract.

7. Information pertaining to and the signatures of the parties:

State Shared Service Centre
Registration number 70007340
Lökke 4, 10122 Tallinn
info@rtk.ee

Football Association of Norway
Registration number (Norway): 963 460 449
Sognsveien 75 J, 0840 Oslo
NFF@idrettsmail.no
Bank account: IBAN NO9650960500021,
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Urmo Merila
Deputy Director General
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Lise Klaveness
President
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