

**SPLOŠNI POGOJI SODELOVANJA NA PODPORNH AKTIVNOSTIH V TUJINI
V OKVIRU PROGRAMOV ERASMUS+: MLADINA (E+ MLADINA) IN
EVROPSKA SOLIDARNOSTNA ENOTA (ESE) V LETU 2026**

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1. UVODNE DOLOČBE

Ti splošni pogoji so veljavni za prijavo na aktivnosti od 1. 1. 2026 dalje in veljajo za udeležbo predstavnikov slovenskih organizacij prijaviteljic in upravičenk na podpornih aktivnostih v okviru programov E+ Mladina in ESE, ki jih v tujini organizirajo nacionalne agencije programov E+ Mladina in ESE iz drugih programskih držav ali podporni centri SALTO-YOUTH in ki so objavljene v [Evropskem koledarju usposabljanj](#) na področju mladine.

Podporne aktivnosti v okviru programov E+ Mladina in ESE so namenjene krepitvi kakovosti izvajanja programov v Sloveniji, in sicer s krepitvijo kapacitet organizacij za prijavo in izvajanje kakovostnih projektov.

Movit, nacionalna agencija programov E+ Mladina in ESE v Sloveniji, skladno z vsakokratnimi razpisnimi pogoji izmed vseh prijavljenih predstavnikov slovenskih organizacij načeloma izbere 1-2 predstavnika (razen če ni z organizatorji dogovorjeno drugače), katerima pokrije potne stroške za udeležbo. Stroške nastanitve, prehrane in programa pa načeloma krije organizator aktivnosti.

Prijavitelji morajo zato pred prijavo obvezno preveriti, kdo je organizator aktivnosti, saj so v koledarju objavljene tudi druge aktivnosti, ki jih organizirajo različne nevladne organizacije po Evropi in na katere Movit predstavnikov ne podpira/pošilja.

2. UPRAVIČENI UDELEŽENCI

Na podpornih aktivnostih lahko sodelujejo osebe, ki:

- ustrezajo profilu udeležencev, navedenemu v posameznem razpisu,
- imajo podporo pošiljajoče organizacije (se torej prijavljajo v imenu svoje organizacije, to je organizacije, v okviru katere delujejo, in z njeno privolitvijo)
- v času prijave in aktivnosti legalno prebivajo v Sloveniji,
- so oz. bodo na dan začetka aktivnosti polnoletne.

V izjemnih primerih, kadar razpisni pogoji tako predvidevajo, je dovoljeno tudi sodelovanje mladoletnih oseb. V tem primeru je treba Movitu na sending@movit.si ob prijavi obvezno posredovati tudi izpolnjeno [dovoljenje staršev ali zakonitega skrbnika mladoletne osebe](#).

Brez podpore pošiljajoče organizacije so lahko za sodelovanje podprti le zunanji eksperti, s katerimi Movit sodeluje, to so trenerji, zunanji ocenjevalci in raziskovalci.

3. UPRAVIČENE AKTIVNOSTI

Organizacije lahko glede na identificirane potrebe po krepitvi kapacitet za kakovostno prijavo ali izvajanje projektov v okviru programov E+ Mladina in ESE same izberejo podporne aktivnosti, za katere menijo, da jih potrebujejo in da so zanje smiselne. Končno odločitev o podpori pa sprejme Nacionalna agencija.

4. FINANČNI POGOJI

Sodelovanje na aktivnostih je za izbrane udeležence iz Slovenije brezplačno. Namestitev, prehrano in program krijejo organizatorji aktivnosti, po vrnitvi z aktivnosti pa Movit pošiljajoči organizaciji povrne tudi upravičene stroške, povezane s potjo, in sicer v višini 100 % dejanskih stroškov do maksimalne višine 600,00 €. To pomeni, da mora avans za stroške poti kriti pošiljajoča organizacija (to je organizacija, v okviru katere kandidat/-ka deluje in po okriljem katere se aktivnosti udeležuje).

5. POSTOPEK PRIJAVE

Kandidati se morajo pred prijavo obvezno v celoti seznaniti s temi Splošnimi pogoji, saj jih z oddajo prijavnice na podporno aktivnost v sistem v celoti sprejemajo in z njimi soglašajo. Prijava poteka preko portala SALTO-YOUTH. Movit oddane prijave vidi v sistemu in jih obravnava po pretečenem roku za prijavo.

6. IZBOR UDELEŽENCEV

Po preteku prijavnega roka pošlje Movit vsem prijavljenim udeležencem potrditev prejema prijave, pregleda vse prejete prijave ter na podlagi pogojev razpisa in informacij v prijavnih obrazcih opravi

predizbor, ki ga posreduje organizatorju, ki ima pri izboru zadnjo besedo in o sprejemu tudi obvesti vse sprejete udeležence. Odločitev organizatorja glede izbora kandidatov je dokončna. Movit pri izboru poleg kriterijev izbora, navedenih v razpisu, upošteva tudi naslednje kriterije:

- **Vpetost in delovanje kandidatov oz. kandidatke oz. njihovih pošiljajočih organizacij na področju programov:** Podporne aktivnosti so namenjene dvigovanju kakovosti projektov E+ Mladina in/ali ESE ter razvoju osebja in organizacij prijaviteljic ter prednostnih področij, ki jih programa pokrivata. Pri izboru imajo zato prednost organizacije, ki bodisi prijavljajo v katerega od obeh programov ali se pripravljajo na prijavo projekta in so torej potencialne prijaviteljice v program.
- **Zagotavljanje priložnosti za udeležbo na aktivnostih v tujini čim večjemu krogu prijaviteljev:** Ena oseba ima v koledarskem letu največ trikrat (3) možnost udeležbe na aktivnosti v tujini. Omejitev ne velja za spletne aktivnosti, pri katerih ni omejitve št. udeležencev.
- **Predhodne izkušnje s podprtimi kandidati:** V kolikor se oseba, ki je bila izbrana za sodelovanje na aktivnosti in je potrdila svojo udeležbo Movitu in organizatorju, aktivnosti ne udeleži, v tekočem koledarskem letu ne more biti več podprta za sodelovanje na podpornih aktivnostih. Izjema so izredne situacije oz. višja sila, ki jo lahko kandidat oz. kandidatka izkaže z ustreznimi dokazili (npr. zdravniško potrdilo). Prav tako se aktivnosti v tekočem letu ne morejo udeležiti kandidati, ki v okviru pretekle podporne aktivnosti, na katero so bili podprti, niso izpolnili svojih obveznosti iz teh splošnih pogojev (glej točko 7).

7. OBVEZNOSTI IZBRANIH KANDIDATOV IN UDELEŽENCEV

7.1 OBVEZNOSTI PRED ODHODOM

Potrditev sodelovanja:

- Izbrani kandidati morajo potrditi svoje sodelovanje tako organizatorju kot tudi Movitu na sending@movit.si do roka, določenega v obvestilo o izboru;
- Če izbrani kandidat oz. kandidatka svoje udeležbe do roka ne potrdi, bo Movit takšno ravnanje štel kot odpoved udeležbe s strani kandidata oz. kandidatke.
- Šele po potrditvi udeležbe izbranega kandidata oz. kandidatke Movit posreduje nadaljnja navodila glede organizacije poti in druge pomembne informacije.

Izpolnitev vprašalnika pred udeležbo na aktivnosti:

- Vprašalnik je namenjen načrtovanju in kasnejšemu spremljanju vašega učenja na aktivnosti. Izbrani kandidati ga morajo izpolniti najkasneje do odhoda na aktivnost.

Organizacija poti in zavarovanje:

- Udeleženci si pot organizirajo v dogovoru s svojo pošiljajočo organizacijo, vključno z zavarovanjem in urejanjem morebitnih vstopnih vizumov, če so ti potrebni.
- Upravičene stroške podrobno določa točka 8 teh Splošnih pogojev.
- V primeru dilem z organizacijo poti mora pošiljajoča organizacija ali udeleženec kontaktirati Movit.

7.2 OBVEZNOSTI PO VRNITVI

UDELEŽENCI morajo v roku 15 dni po zaključku aktivnosti:

- Izpolniti [vprašalnik po udeležbi na aktivnosti](#): Vprašalnik je namenjen spremljanju učenja in evalvaciji aktivnosti in je pogoj za povračilo potnih stroškov.
- 8 mesecev po aktivnosti bo udeleženec oz. udeleženka prejela še nekaj kratkih vprašanj, namenjenih evalvaciji dolgoročnih učinkov. Šele po nekaj mesecih se namreč včasih pokažejo pravi učinki sodelovanja na tovrstnih aktivnostih, ki jih udeleženci pogosto niso mogli predvideti.

POŠILJAJOČA ORGANIZACIJA mora v roku 15 dni po datumu zaključka aktivnosti

- Na sending@movit.si posredovati [zahtevek za povračilo stroškov](#),
- E-sporočilo naj ima v zadevi jasno navedeno: Zahtevek za povračilo stroškov – Organizacija – Ime in priimek udeleženca – Naziv aktivnosti;
Zahtevku mora priložiti pregledno označene skene vseh finančnih dokazil za stroške, vključene v zahtevek (originalnih računov, vozovnic, vstopnih kuponov itd.); glej tudi točko 9 o podlagah za izplačilo.

V kolikor Movit v 15-ih dneh od zaključka aktivnosti ne prejme zahtevka, se smatra, da je pošiljajoča organizacija odstopila od povračila stroškov in stroški ne bodo povrnjeni.

V primeru predložitve nepopolne dokumentacije Movit pošiljatelja po elektronski pošti pozove k dopolnitvi v roku 3 delovnih dni. Če dopolnitev ne pride v roku, se smatra, da je organizacija odstopila od povračila stroškov.

Hramba originalne dokumentacije

Originalno finančno dokumentacijo je treba hraniti še deset let po nakazilu sredstev s strani Movita.

8. UPRAVIČENI STROŠKI

Movit bo za upravičene stroške, ki jih je mogoče (so)financirati, štel:

- Stroške javnega prevoza upravičenca od kraja njegovega stalnega ali začasnega prebivališča v Sloveniji na aktivnost in nazaj pod pogojem, da se je prevoz ob odhodu začel največ 72 ur pred dnevom začetka aktivnosti oziroma je prevoz ob povratku zaključen v roku 72 ur po dnevni zaključka aktivnosti.
- Movit bo kot javni prevoz poleg avtobusov, vlakov, tramvajev in podzemnih železnic štel tudi vse letalske prevoznike in ponudnike skupinskih prevozov, kot je npr. skupinski prevoz z GoOpti (ob predložitvi dokazil, ki skupinski prevoz dokazujejo).
- Nočitev na vlaku, vendar zgolj za standardne oblike nočitve (spalnik za več oseb)
- Stroške dodatnega zdravstvenega zavarovanja udeležencev za tujino oziroma nezgodnega zavarovanja za čas trajanja potovanja in sodelovanja na aktivnosti.
- Stroške plačila taks ali drugih dajatev za pridobitev vstopnega vizuma.
- Stroške rezervacij sedežev, dodatne prtljage, flexi opcij ter spletnih prijav na lete,
- Stroške nastanitve, v kolikor poti ni mogoče opraviti v enem dnevu in v kolikor je bilo to vnaprej usklajeno in odobreno s strani nacionalne agencije,

- Stroške, ki so nastali zaradi morebitnih zamud, pod pogojem, da lahko upravičenec dokaže, da je prišlo do zamude na strani prevoznika in da povračilo stroškov s strani prevoznika za nastalo škodo ni mogoče,
- Morebitne druge stroške, ki omogočajo sodelovanje na aktivnosti osebam s posebnimi potrebami, pod pogojem, da sta se upravičenec in Movit najkasneje do odhoda na aktivnost preko e-pošte pisno dogovorila za naravo in višino takšnih stroškov.

Stroški, ki niso upravičeni:

- prevozi s taksijem, razen v izjemnih, utemeljenih, vnaprej dogovorjenih in s strani Movita odobrenih primerih,
- kilometrina.

V kolikor boste za prevoz v Sloveniji uporabili neupravičeno prevozno sredstvo (avto, zasebni prevoz ipd.), lahko za pot na tej razdalji uveljavljate višino javnega prevoza [do najvišje dnevne tarife](#) enotne vozovnice.

9. IZPLAČILO SREDSTEV IN PODLAGE

Movit bo pošiljajoči organizaciji pod pogojem, da so izpolne vse obveznosti, določene s temi Splošnimi pogoji, izplačal nepovratna sredstva iz programa Erasmus+: Mladina oz. Evropska solidarnostna enota v višini 100 % dejanskih upravičenih stroškov, pri čemer izplačana sredstva v nobenem primeru ne morejo presegati **600,00 €** na udeleženca oz. udeleženko, razen v primeru izrednih stroškov zaradi sodelovanja oseb s posebnimi potrebami oziroma, če je v samem razpisu ali s strani Movita predhodno določeno drugače.

Nakazilo sredstev bo izvedeno najkasneje v roku 30 dni od prejema popolne dokumentacije (izpolnjenega vprašalnika po udeležbi na aktivnosti in zahtevka za povračilo potnih stroškov).

V primeru preračunavanja med valutami se upošteva [tečaj](#) na dan začetka aktivnosti.

Podlage za izplačilo:

- Iz podlage za plačilo morajo biti razvidni vrsta prevoza, datum, znesek in valuta plačila.
- V primeru uporabe letalskega prevoza mora upravičenec priložiti tudi vse vstopne kupone.
- Kadar je nakup vozovnic za javni prevoz možen izključno z bančno kartico ali s telefonom, morate priložiti izpis/potrdilo banke o opravljeni transakciji in nujno dodati tudi povezavo do spletne strani uporabljenega prevoznika iz katere je razvidna cena posameznega prevoza.
- Če na vozovnici ali računu ne bo razvidna valuta plačila, se šteje, da je bil strošek plačan v nacionalni valuti izdajatelja vozovnice oziroma računa.

Movit si pridržuje pravico, da:

- zavrne vsako predloženo vozovnico ali račun, iz katerega ni razvidna relacija prevoza, datum storitve ali višina stroška prevoza;
- zavrne izplačilo sredstev v primeru prepoznega posredovanja ali nepopolnega poročila o sodelovanju, ki ga udeleženci kljub zahtevi Movita ne dopolnijo v roku.

10. VAROVANJE OSEBNIH PODATKOV

Movit bo vaše podatke obdeloval skladno z informacijami o obdelovanju osebnih podatkov za posameznike, ki so dostopne na: <http://www.movit.si/movit/o-zavodu/dokumenti/>.

11. KOMUNIKACIJA

Udeleženci morajo vso pomembno komunikacijo v zvezi s svojo udeležbo nasloviti na sending@movit.si. Movit bo za komunikacijo uporabljal e-naslov naveden v prijavi za sodelovanje na aktivnosti. Po udeležbi na aktivnosti, vas bo Movit dodal na seznam za obveščanje o svojih aktivnostih. V primeru, da teh sporočil ne želite prejemati, vas prosimo, da nas o tem obvestite.

12. ODGOVORNOST

Udeleženci so izključno odgovorni za svoje ustrezno zdravstveno in nezgodno zavarovanje v času potovanja na aktivnost, v času trajanja aktivnosti in v času povratnega potovanja. Movit v nobenem primeru ni odgovoren za katerokoli škodo, ki so jo udeleženci utrpeli med potovanjem oziroma zaradi sodelovanja na aktivnosti ali so jo udeleženci v tem času povzročili tretjim osebam.

13. ODPOVED SODELOVANJA

Če udeleženelec odpove sodelovanje na aktivnosti po potrditvi svoje udeležbe v skladu s 7. točko teh Splošnih pogojev, razen v primeru višje sile, kot jo opredeljujeta Vodnik po programu Erasmus+ in Vodnik po programu Evropska solidarnostna enota in ki jo je mogoče utemeljiti z ustrežno podporno dokumentacijo, so udeleženci odgovorni za morebitne že nastale stroške v zvezi z udeležbo oz. vso škodo, ki je bila z odpovedjo povzročena Movitu ali njegovemu partnerju v tujini.

14. PRISTOJNO SODIŠČE

Movit in upravičenec bosta morebitne nespornosti, vezane na te Splošne pogoje, poskušala reševati sporazumno. V primeru spora je pristojno sodišče v Ljubljani.

Ljubljana, 30. januar 2026

Uroš Skrinar,
direktor
Movit, Ljubljana

ENGLISH TRANSLATION:

**GENERAL CONDITIONS FOR PARTICIPATING IN SUPPORT ACTIVITIES ABROAD
AS PART OF THE ERASMUS+: YOUTH (E+ YOUTH) AND
EUROPEAN SOLIDARITY CORPS (ESC) PROGRAMMES IN 2026**

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1. INTRODUCTORY PROVISIONS

These General Terms and Conditions are valid for applications for activities from 1 January 2026 onwards and apply to the participation of representatives of Slovenian applicant and beneficiary organisations in support activities under the E+ Youth and ESC programmes organised abroad by national agencies of the E+ Youth and ESC programmes from other programme countries or by SALTO-YOUTH resource centres and published in the [European Training Calendar](#).

Support activities under the E+ Youth and ESC programmes aim to improve the programme implementation in Slovenia by strengthening the capacity of organisations to apply for and implement high-quality projects.

Movit, the national agency for the E+ Youth and ESC programmes in Slovenia, in accordance with each call for proposals, selects 1–2 representatives (unless otherwise agreed with the organisers) from among all the representatives of Slovenian organisations who have applied, and covers their travel

expenses for participation. Accommodation, meals and programme costs are generally covered by the activity organiser.

Applicants should therefore make sure they check who is organising the activity before applying, as the calendar also includes other activities organised by various NGOs across Europe, which Movit does not support or send representatives to.

2. ELIGIBLE PARTICIPANTS

Participation in support activities is open to people who:

- match the profile of participants specified in the call,
- have the support of the sending organisation (i.e. they are applying on behalf of and with the consent of their organisation, i.e. the organisation within which they are working),
- legally reside in Slovenia at the time of the application and activity,
- are or will be of legal age on the day the activity starts.

In exceptional cases, when the conditions of the call for proposals so provide, the participation of minors is also allowed. In this case, a completed [authorisation form filled out by one parent/legal guardian](#) must be submitted to Movit at sending@movit.si upon registration.

Without the support of the sending organisation, only external experts with whom Movit collaborates, i.e. trainers, external evaluators and researchers, can be supported for participation.

3. ELIGIBLE ACTIVITIES

Organisations are free to select the support activities they consider necessary and meaningful for them, based on their identified capacity-building needs for the quality application or implementation of E+ Youth and ESC programmes. The final decision on support is taken by the national agency.

4. FINANCIAL CONDITIONS

Participation in the activities is free of charge for the selected participants from Slovenia. Accommodation, meals and the programme itself are covered by the organisers of the activity, and upon returning from the activity, Movit will reimburse the sending organisation for eligible travel costs up to 100% of the actual costs, up to a maximum of €600.00. This means that the sending organisation (i.e. the organisation within which the candidate works and under whose auspices they are participating in the activity) must cover the advance payment for the travel costs.

5. APPLICATION PROCEDURE

Applicants are required to read these General Terms and Conditions in full before applying, as by submitting an application form for a support activity, they fully accept and agree to them. Applications are submitted on the SALTO-YOUTH portal. Movit sees the submitted applications in the system and processes them when the application deadline has passed.

6. SELECTION OF PARTICIPANTS

After the application deadline, Movit sends an acknowledgement of receipt to all applicants, reviews all the applications received and, on the basis of the conditions of the call for applications and the information provided in the application forms, makes a pre-selection, which is forwarded to the organiser, who has the final say in the selection process and informs all the successful applicants of the result. The organiser's decision on the selection of candidates is final. In addition to the selection criteria set out in the call for proposals, Movit will take into account the following selection criteria:

- **The involvement and performance of the candidates or their sending organisations in the field of the programmes:** The support activities are aimed at enhancing the quality of E+ Youth and/or ESC projects, as well as the development of the applicant staff and organisations, and the priority areas covered by the programmes. Priority for selection is therefore given to organisations that are either applying to one of the two programmes or are preparing to apply for a project and are therefore potential applicants to the programme.
- **Providing opportunities for as many applicants as possible to participate in activities abroad:** One person can participate in an activity abroad up to three (3) times in a calendar year. The limit does not apply to online activities where there is no limit on the number of participants.
- **Previous experience with supported candidates:** If a person who has been selected to participate in an activity, and who has confirmed their participation to Movit and the organiser, does not attend the activity, they can no longer be supported for participation in the support activities in the current calendar year. This does not include cases of emergency or force majeure, which the candidate can prove with appropriate supporting documents (e.g. a medical certificate). Similarly, applicants who have not fulfilled their obligations under these General Terms and Conditions in the context of a previous support action for which they have been supported (see point 7) are not eligible to participate in the current year's activity.

7. OBLIGATIONS OF THE SELECTED CANDIDATES AND PARTICIPANTS

7.1 PRE-DEPARTURE OBLIGATIONS

Confirm participation:

- The selected candidates must confirm their participation to both the organiser and Movit at sending@movit.si by the deadline specified in the selection notice.
- If the selected candidate does not confirm their participation by the deadline, Movit will consider this as a cancellation of participation on the part of the candidate.
- Only after confirming the selected candidate's participation will Movit provide further instructions regarding travel arrangements and other important information.

Complete the questionnaire before taking part in the activity:

- The questionnaire is intended for planning and subsequently monitoring your learning during the activity. Selected candidates must complete it no later than the date of departure for the activity.

Travel arrangements and insurance:

- Participants organise their travel in consultation with their sending organisation, including insurance and arranging any entry visas, if required.
- Eligible costs are detailed in point 8 of these General Terms and Conditions.

- In case of dilemmas regarding travel arrangements, the sending organisation or participant should contact Movit.

7.2 POST-RETURN OBLIGATIONS

Within 15 days after the activity ends, the PARTICIPANTS must:

- **Complete [a questionnaire after taking part in the activity](#):** The questionnaire is intended to monitor learning and evaluate activities, and it is a prerequisite for the reimbursement of travel expenses.
- 8 months after the activity, the participant will receive a few short questions to evaluate the long-term impacts. It can take a few months for the true effects of participation in such activities to sometimes become apparent, which participants often could not have predicted.

Within 15 days after the end date of the activity, the SENDING ORGANISATION must:

- **Forward [a claim for the reimbursement of costs](#) to sending@movit.si**
- The email should clearly state: Cost reimbursement request – Organisation – Name of participant – Title of activity. The claim must be accompanied by clearly marked scans of all financial evidence for the costs included in the claim (original invoices, tickets, admission tickets, etc.); see also point 9 on the basis for payment.

If Movit does not receive a claim within 15 days after the end of the activity, the sending organisation will be deemed to have withdrawn from the reimbursement and the costs will not be reimbursed.

In the event of incomplete documentation, Movit will invite the sender by email to complete the documentation within 3 working days. If the missing documents are not provided within the deadline, the organisation is deemed to have waived the reimbursement of costs.

Retention of original documentation

The original financial documentation must be kept for 10 years after the funds have been transferred by Movit.

8. ELIGIBLE COSTS

Movit will consider the following as eligible costs that can be (co-)financed:

- The cost of public transport from the beneficiary's place of permanent or temporary residence in Slovenia to the activity and back, provided that the transport for departure started no more than 72 hours before the day of the start of the activity, or the transport for returning is completed within 72 hours after the day of the end of the activity.
- In addition to buses, trains, trams and subways, Movit will include all airlines and group transport providers, such as GoOpti group transport (upon the presentation of proof of group transport).
- Overnight stay on a train, but only for standard types of accommodation (sleeper car for several people).
- The cost of supplementary health insurance for participants abroad or accident insurance for the duration of the travel and participation in the activity.
- The cost of fees or other charges to obtain an entry visa.
- Costs of seat reservations, extra baggage, flexi options, and online check-in for flights.

- Accommodation costs, if the travel cannot be made in one day and if this has been coordinated and approved in advance by the national agency.
- Costs incurred due to possible delays, provided that the beneficiary can prove that the delay was caused by the carrier and that reimbursement of the costs by the carrier for the damage incurred is not possible.
- Any other costs to enable persons with disabilities to participate in the activity, provided that the nature and amount of such costs have been agreed in writing between the beneficiary and Movit by email no later than the departure date of the activity.

Costs that are not eligible:

- taxi transfers, except in exceptional, justified, pre-arranged and Movit-approved cases,
- mileage.

If you use an ineligible means of transport (car, private transport, etc.) to travel in Slovenia, you can claim the cost of public transport for this distance up to the [maximum daily fare for a single ticket](#).

9. DISBURSEMENT OF FUNDS AND GROUNDS FOR PAYMENT

Provided that all the obligations set out in these General Terms and Conditions have been fulfilled, Movit will pay the sending organisation non-repayable funds from the Erasmus+: Youth or European Solidarity Corps programme in the amount of 100% of the actual eligible costs, though the funds paid out may in no case exceed **€600.00 per participant**, except in the case of extraordinary costs due to the participation of persons with special needs or if otherwise specified in the call itself or by Movit.

The transfer of funds will take place no later than 30 days after the receipt of the complete documentation (completed post-participation questionnaire and request for the reimbursement of travel expenses).

In case of currency conversions, [the exchange rate on](#) the start date of the activity will be used.

Basis for payment:

- The basis for payment must show the type of transport, date, amount and currency of payment.
- If air transport is used, the beneficiary must also enclose all boarding passes.
- When purchasing public transport tickets is only possible using a bank card or by telephone, you must attach a bank statement/confirmation of the transaction and also include a link to the website of the transport operator used, showing the price of the individual journey.
- If the currency of payment is not shown on the ticket or invoice, the cost will be deemed to have been paid in the national currency of the ticket or invoice issuer.

Movit reserves the right to:

- reject any ticket or invoice that does not show the route, the date of service or the cost of the transport;
- refuse to pay the funds in the event of late submission or incomplete participation reports that participants fail to supplement within the deadline, despite Movit's request.

10. PROTECTION OF PERSONAL DATA

Movit will process your data in accordance with the information on the processing of personal data for individuals available at: <http://www.movit.si/movit/o-zavodu/dokumenti/>.

11. COMMUNICATION

Participants should address all relevant communications regarding their participation to sending@movit.si. Movit will use the email address provided in the activity application form for communication. After attending an activity, Movit will add you to its mailing list to keep you informed about its activities. If you do not wish to receive these messages, please let us know.

12. LIABILITY

Participants are solely responsible for obtaining adequate health and accident insurance for the duration of their travel to take part in the activity, during the activity itself, and during their return journey. Movit shall in no event be liable for any damage suffered by participants during their travels or as a result of participating in activities, or caused by participants to third parties during this time.

13. CANCELLATION OF PARTICIPATION

If a participant cancels their participation in an activity after confirming their participation in accordance with point 7 of these General Terms and Conditions, except in cases of force majeure as defined in the Erasmus+ Programme Guide and the European Solidarity Corps Programme Guide and that can be substantiated with appropriate supporting documentation, participants shall be liable for any costs already incurred in connection with their participation or any damage caused to Movit or its partner abroad by the cancellation.

14. COMPETENT COURT

Movit and the beneficiary shall attempt to resolve any disagreements related to these General Terms and Conditions amicably. In the event of a dispute, the competent court in Ljubljana shall have jurisdiction.