



Europeana Collections 1914-1918 Cooperation Agreement

A cooperation agreement is hereby concluded between:

Staatsbibliothek zu Berlin – Preußischer Kulturbesitz, Project: Europeana Collections 1914-1918, Potsdamer Straße 33, D-10785 Berlin in its role of Coordinator of the Europeana Collections 1914-1918 project (“the Coordinator”)

of the one part,

and

Name, Address (“the Affiliated Member”)

of the other part,

collectively “the parties”, represented by their authorised representatives.

In the framework of the CIP ICT PSP, the *Coordinator* entered into the Grant Agreement Number 270894 with the Commission of the European Communities, Directorate General Information Society and Media, with the objectives of (1) contributing large quantities of new content from the period of the First World War to Europeana; and (2) the extension of the consortium of project partners to further institutions from the cultural heritage sector from all over Europe.

In the framework of the activities covered by the Europeana Collections 1914-1918 project, the parties have agreed to cooperate as it follows.

Article 1 - Subject matter and scope

The purpose of this Cooperation Agreement is to enable the *Affiliated Member* to participate in the Europeana Collections 1914-1918 project and to contribute to its activities in accordance with the conditions provided for in this agreement.

The *Affiliated Member* shall perform its share of the work pursuant to this Cooperation Agreement in compliance with the project goals.

The *Affiliated Member* shall cooperate with the *Coordinator* and with the other members of the Europeana Collections 1914-1918 project on the topics defined in the Technical Annex which is attached to this Cooperation Agreement and forms an integral part of it.

Article 2 – Rights and duties



The *Affiliated Member* will have the right to:

- Be invited to conferences, international workshops and project meetings organised by Europeana Collections 1914-1918¹;
- Have access to the Europeana Collections 1914-1918 deliverables, technical reports and other materials produced by the project in the frame of the scope of the Europeana Collections 1914-1918 initiative;
- Make use of the Europeana Collections 1914-1918 classification and of the tools and technologies developed during the project;
- Disseminate Europeana Collections 1914-1918 results;

The *Affiliated Member* will have the duty to:

- Report on the activities performed and on the initiatives undertaken.

Article 3 - Entry into force of the Cooperation Agreement

The Cooperation Agreement shall enter into force from the date of its signature.

Article 4 - Completion, expiry or termination of the Cooperation Agreement

- The present Cooperation Agreement shall terminate on the date of completion or termination of the Europeana Collections 1914-1918 Grant Agreement with the European Commission.
- In the case that the Europeana Collections 1914-1918 project will continue its activities beyond the completion of the Grant Agreement with the European Commission, this Cooperation Agreement can be renewed on the basis of a mutual decision of the parties.
- Each party may terminate this agreement subject to two months' written notice.

¹ Travel and subsistence costs will be sustained autonomously by the Affiliated Member, unless otherwise specified in the attached Technical Annex.



For the parties

The Coordinator

Staatsbibliothek zu Berlin
Europeana Collections 1914-1918 project
Potsdamer Straße 33
D-10785 Berlin

NAME OF THE AUTHORISED REPRESENTATIVE: Thorsten Siegmann

TITLE: Project-Co-ordinator

SIGNATURE: _____

DATE: _____

The Affiliated Member

ORGANISATION: XXX

ADDRESS: XXX

NAME OF THE AUTHORISED REPRESENTATIVE: XXX

TITLE: XXX

SIGNATURE: _____

DATE: _____



Technical Annex

The *Affiliated Member* shall cooperate with the *Coordinator* and with the other members of the Europeana Collections 1914-1918 project on the following topics:

- Contributing to the ingestion of new items from the period of World War One / 1914-1918 to Europeana, by providing the following digitised content:

Quantity and quality of the content						
Provider ²	Quantity and type ³	Subject matter (topic or theme that content is about).	Language	Format ⁴	Existing Metadata ⁵	IPR ⁶

- Contributing to the establishment and to the activities of the Europeana Collections 1914-1918 project in its country;
- Disseminating information about Europeana Collections 1914-1918 in the home country.

² Short name of the participant who provides the content

³ E.g. 5.000 audio files, 500 photographs, 100 audiovisual sequences

⁴ E.g. Format of digital content (file format, resolution etc)

⁵ Is metadata available and, if so, in which format/standard/language.

⁶ Is the partner the owner of the IPR? If not, which agreement the partner has with the IPR owner? Or, is the content publicly available? Etc.