

## Assessment and Selection of Applications

### *Project assessment and selection criteria for SO 1.3 Enhancing sustainable growth and competitiveness of SMEs.*

*Only the proposal having met the submission deadline is subject to assessment.*

*The administrative compliance and eligibility check will be carried out by voting members of the AWG under the supervision of the Chairperson. The proposal will be examined by representatives of each country, filling in "yes" or "no" answer in the administrative compliance and eligibility check part of the grid, as published below.*

The Assessment Working Group may request submission of additional documents / corrections of already submitted proposal / certified translation in English of any Supporting Document (in case the presented translation is considered as not convincing) during the evaluation process.

All requests for additional documentation/corrections shall be sent to the email address, provided by the Lead partner in Annex A4, which shall be used as the only official communication channel with the Applicant during the entire assessment process, and will contain clear instruction concerning the deadline for submission of the information and any other instruction if necessary. The deadline for submission of the information by the Applicant will to be defined, depending on the type of the requested information/correction/supporting document/s but shall be not less than 5 working days. The Managing Authority shall bear NO responsibility in cases when the Applicant does not respond to a clarification request within the set deadline. Furthermore, any requests for clarifications and notifications shall be deemed to have been received on the date upon which the Managing Authority has sent them to the Lead partner at the e-mail address, provided in Annex A4.

The aim of the quality assessment is the project proposal to be evaluated in relation to the set objectives and priorities, and ensures that the selected operation comply with the specific objective 1 and which will guarantee the visibility of the Community funding.

The technical and quality assessment of the project proposal is carried out taking into account the submitted project proposal, annexes and supporting documents, including the additionally requested documents and corrections.

## 8.1 Administrative and Eligibility Grid

No.	CRITERIA FOR ADMINISTRATIVE COMPLIANCE	YES	NO	Reference/comments
1.	The Application Form is duly completed.			The version of the Application Form in JEMS is fully identical to the pdf/signed with qualified electronic signature version of the Application Form. The pdf version of the Application Form is signed on each page by Lead partner / signed with qualified electronic signature version of the Application Form is signed by the Lead partner.
2.	All sections of the application form and budget form and all the prescribed Annexes, have been properly and accurately filled in, in English and are typed (documents issued by third parties in other language are accompanied by their English translation – in their entirety or only for the relevant provisions).			
3.	All annexes are signed and complete.			
	Annex A1. Project Partnership Agreement			Signed and dated in pdf/signed with qualified electronic signatures by each project partner
	Annex A2. Partnership and Co-financing statement			Signed and dated in pdf/signed with qualified electronic signatures by each project partner
	Annex A3 Project partner declaration			Signed and dated in pdf/signed with qualified electronic signatures by each project partner
	Annex A4 Declaration of the e-mail address of the Lead partner			Signed and dated in pdf or signed with qualified electronic signature by the Lead partner
	Annex A5 Declaration for SMEs status			Signed and dated in pdf/signed with qualified electronic signatures by each project partner
	Annex A6 State Aid Declaration			Signed and dated in pdf/signed with qualified electronic signatures by each project partner
	Annex A7. DNSH Self- assessment			Signed and dated in pdf/signed with qualified electronic signatures by each project partner
	Annex A8. Climate proofing self-assessment			Signed and dated in pdf/signed with qualified electronic signatures by

			each project partner
	Annex A9. Declaration for circumstances under Art. 51		Signed and dated in pdf/signed with qualified electronic signatures by each project partner
<b>4.</b>	Decision of the Managing or Steering Boards, Board of Directors or any similar body or managing person depending on the legal form of the SME (for each project partner) regarding the project development, implementation and ensuring the sustainability of the project results for three years after completion of the implementation period (issued in the original language and English translation signed / signed with qualified electronic signature by respective organization as true copy.)		<b>Supporting documents B1.</b>
<b>5.</b>	Certificate issued by the responsible authority in each country, verifying the business's start date, the main economic activity according to <b>NACE rev. 2</b> is provided by each project partner - in the original language from the respective authority, and English translation signed / signed with qualified electronic signature by respective organization as true copy.		<b>Supporting documents B2.</b>
<b>6.</b>	<b>Balance Sheet and profit and loss account</b> for last 3 years preceding the application as per national legislation is provided by each project partner. In case the candidate lacks a financial report for the year 2020, they are required to submit reports for the previous two years. In the case of linked enterprises all required above financial statements have to be submitted for all the linked enterprises		<b>Supporting documents B3.</b>

	issued in the original language and English translation signed / signed with qualified electronic signature by the legal representative as true copy.			
<b>7.</b>	<p><b>Certificates for Headcount annual work unit</b> for last 3 accounting years is provided by each project partner.</p> <p>In case the candidate lacks a financial report for the year 2020, they are required to submit reports for the previous 2 accounting years preceding the application as per national legislation. For Bulgarian SMEs Report on employees, wages and other labour costs (Отчет за заетите лица, средствата за работна заплата и други разходи за труд</p> <p>In the case of linked enterprises all required above certificates have to be submitted for all the linked enterprises issued in the original language from the respective authority, and English translation signed / signed with qualified electronic signature by respective organization as true copy.</p>			<b>Supporting documents B4.</b>
<b>8.</b>	<p><b>Justification for expenditures planned as a total amount</b> – provided by each partner with expenditure planned as a total amount under Budget category 4 “External expertise and services” (in English signed /signed with qualified electronic signature by respective organization (in PDF format)). Annex B5</p>			<b>Supporting documents B5.</b>
	<b>Documents required for investment activities</b>			
<b>9.</b>	<b>Ownership act or certificate or Long-term contract in original language (or</b>			<b>Supporting documents B6.1.</b>

	<p>other legal document according to national legislation) for <b>partner's ownership</b> of the tangible assets, which will be subject of works activities together with recent cadastral map of the property – issued in the original language and English translation stamped and signed/ signed with qualified electronic signature by respective partner as true copy (in PDF format).</p> <p>In the case the project envisages the purchase of supplies which need to be permanently installed - <b>ownership act or certificate</b> (or other legal document according to national legislation) for <b>SME ownership</b> issued in the original language and English translation stamped and signed/ signed with qualified electronic signature by respective partner as true copy (in PDF format).</p>			
10.	<p>Copy of <b>letter issued by the relevant body clearly stating that Environmental Impact Assessment is not necessary</b> - issued in the original language and English translation signed / signed with qualified electronic signature by respective partner as true copy.</p> <p>OR</p> <p>Copy of <b>positive Environmental Impact Assessment</b> (positive opinion from the relevant body), required by the national legislation - issued in the original language and English translation stamped and signed/ signed with qualified electronic signature by respective partner as true copy.</p>			<p><b>Supporting documents B6.3.</b></p>

11.	<b>For Bulgarian project partners</b> Copy of letter issued by the relevant body clearly stating that the project proposal is eligible according to the <b>current River Basin Management Plans and Flood risk management plans</b> (issued in original language and English translation signed/ signed with qualified electronic signature by respective organization as true copy) in case the required information is not included in B6.3. and relevant documents related to Location Condition (for Serbian partners)			Supporting documents B6.4.
12.	Explanatory note for the envisaged <b>prevention measures for avoiding pollution of water bodies</b> in emergencies by respective organization if applicable - issued in original language and English translation signed/ signed with qualified electronic signature by respective partner. <b>(if applicable)</b>			Supporting documents B6.5.
13.	<b>Approved Detailed Works Design</b> - issued in the original language and English translation of at least of the Explanatory Notes of each of the project design parts, Bill of Quantities, Cover sheets of technical drawings signed/ signed with qualified electronic signature by respective partner as true copy. OR <b>Statement by the competent authority</b> , which declares that the envisaged construction/repair works do not require approval of works design – issued in the original language and English translation signed/ signed with qualified electronic			Supporting documents B6.6 A) or B6.6 B)

	signature by respective partner as true copy, Technological production line scheme(s)/plan(s) and Explanatory note on the technical solutions planned in the original language and English translation signed/ signed with qualified electronic signature by respective partner as true copy.			
<b>14.</b>	<b>Detailed Bill of Quantities</b> containing all the attributes required in the Guidelines for Applicants, stamped and signed by the certified designers of relevant parts of the works design - issued in original language and English translation scanned in PDF file format signed/ signed with qualified electronic signature by respective partner as true copy, and in editable EXCEL format.			<b>Supporting documents B6.6 A) or B6.6 B)</b>
<b>15.</b>	<b>Construction Permit</b> validated "entered into force" by the relevant authority - issued in original language and English translation signed/ signed with qualified electronic signature by respective partner as true copy OR <b>Statement by the competent authority,</b> which declares that the envisaged construction/repair works do not require issue of construction permit - issued in original language and English translation signed/ signed with qualified electronic signature by respective partner as true copy.			<b>Supporting documents B6.7 A) or B6.7 B)</b>
<b>16.</b>	<b>Technical specifications</b> for supplies with units, unit prices and total prices in Euro - issued in the original language and English translation, signed/ signed with qualified electronic signatures by the respective partner as true copy.			<b>Supporting documents B7</b>

	<i>Technical specifications are not required for equipment, which will be used for management of the project.</i>			
<b>17.</b>	At least <b>3 official offers</b> from different providers, licensed providers (if applicable) - for the envisaged supply signed by respective provider - issued in the original language and English translation, signed/signed with qualified electronic signatures by the respective partner as true copy.			<b>Supporting documents B7</b>
<b>No.</b>	<b>CRITERIA FOR ELIGIBILITY COMPLIANCE</b>	<b>YES</b>	<b>NO</b>	<b>Reference/comments</b>
<b>18.</b>	All beneficiaries/ partners meet the requirements micro, small and medium-size enterprises (SMEs). <b>The Lead Partner is:</b>			SME stands for small and medium-sized enterprise as defined in European Union law (EU recommendation 2003/361) and respective national regulation.
	Micro-enterprise			
	Small-enterprise			
	Medium-enterprise			
	For Serbian entrepreneurs			Entrepreneurs „preduzetnik“ is defined in Artical 2 of the Law on Accounting Official Gazette of the Republic of Serbia" no. 73/2019 i 44/2021, which is available at: <a href="https://pravno-informacioni-sistem.rs/SIGlasnikPortal/eli/rep/sgrs/skupstina/zakon/2019/73/2/reg/">https://pravno-informacioni-sistem.rs/SIGlasnikPortal/eli/rep/sgrs/skupstina/zakon/2019/73/2/reg/</a>
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19.	Entities, registered and operated in the CB region not later than 31.12.2021			B3. Annual Financial Statements for the last 3 years preceding the application as per National Legislation for each partner. In the case of linked enterprises all required above financial statements have to be submitted for all the linked enterprises issued in the original language and English translation signed / signed with qualified electronic signature by the legal representative as true copy.																										
20.	Project partners participate only in one project proposal under this Call			Project Partner – single undertaking as defined in Article 2, paragraph 2 of Regulation (EU) 2023/2831																										
21.	One partner from each side of the cross-border region is involved in the project.																													
22.	The beneficiary enterprises declared support for economic activity included in the eligible NACE codes list (Division C, E, J, M, NACE rev.2)			<table><tr><th>Division</th><th>Title</th></tr><tr><td>C</td><td>Manufacturing</td></tr><tr><td>C.10</td><td>Manufacture of food products</td></tr><tr><td>C.11</td><td>Manufacture of beverages</td></tr><tr><td>C.13</td><td>Manufacture of textiles</td></tr><tr><td>C.14</td><td>Manufacture of wearing apparel</td></tr><tr><td>C.15</td><td>Manufacture of leather and related products</td></tr><tr><td>C.16</td><td>Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials</td></tr><tr><td>C.17</td><td>Manufacture of paper and paper products</td></tr><tr><td>C.18</td><td>Printing and reproduction of recorded media</td></tr><tr><td>C.20</td><td>Manufacture of chemicals and chemical products</td></tr><tr><td>C.21</td><td>Manufacturing of basic pharmaceutical products and pharmaceutical preparations</td></tr><tr><td>C.22</td><td>Manufacture of rubber and plastic products</td></tr></table>	Division	Title	C	Manufacturing	C.10	Manufacture of food products	C.11	Manufacture of beverages	C.13	Manufacture of textiles	C.14	Manufacture of wearing apparel	C.15	Manufacture of leather and related products	C.16	Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials	C.17	Manufacture of paper and paper products	C.18	Printing and reproduction of recorded media	C.20	Manufacture of chemicals and chemical products	C.21	Manufacturing of basic pharmaceutical products and pharmaceutical preparations	C.22	Manufacture of rubber and plastic products
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				C.23	Manufacture of other non-metallic mineral products	
				C.24	Manufacture of basic metals	
				C.25	Manufacture of fabricated metal products, except machinery and equipment	
				C.26	Manufacture of computer, electronic and optical products	
				C.27	Manufacture of electrical equipment	
				C.28	Manufacture of machinery and equipment n.e.c	
				C.29	Manufacture of motor vehicles, trailers and semi-trailers	
				C.30	Manufacture of other transport equipment	
				C.31	Manufacture of furniture	
				C.32	Other manufacturing	
				C.33	Repair and installation of machinery and equipment	
				<b>E</b>	<b>WATER SUPPLY, SEWERAGE, WASTE MANAGEMENT</b>	
				E.38.11	Collection of non-hazardous waste	
				E.38.21	Treatment and disposal of non-hazardous waste	
				E.38.31	Dismantling of wrecks	
				E 38.32	Recovery of sorted materials	
				E 39	Remediation activities and other waste management services	
				<b>J</b>	<b>INFORMATION AND COMMUNICATION</b>	
				J. 58	Publishing activities	

				<table><tr><td>J. 59</td><td>Motion picture, video and television programme production, sound recording and music publishing activities</td></tr><tr><td>J.60</td><td>Programming and broadcasting activities</td></tr><tr><td>J.61</td><td>Telecommunications</td></tr><tr><td>J.62</td><td>Computer programming, consultancy and related activities</td></tr><tr><td>J.63</td><td>Information service activities</td></tr><tr><td><b>M</b></td><td><b>PROFESSIONAL, SCIENTIFIC AND TECHNICAL ACTIVITIES</b></td></tr><tr><td>M.71</td><td>Architectural and engineering activities and related technical consultancy</td></tr><tr><td>M.72</td><td>Scientific research and development</td></tr><tr><td>M.73</td><td>Advertising and market research</td></tr><tr><td>M.74</td><td>Other professional, scientific and technical activities</td></tr></table>	J. 59	Motion picture, video and television programme production, sound recording and music publishing activities	J.60	Programming and broadcasting activities	J.61	Telecommunications	J.62	Computer programming, consultancy and related activities	J.63	Information service activities	<b>M</b>	<b>PROFESSIONAL, SCIENTIFIC AND TECHNICAL ACTIVITIES</b>	M.71	Architectural and engineering activities and related technical consultancy	M.72	Scientific research and development	M.73	Advertising and market research	M.74	Other professional, scientific and technical activities	
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<b>23.</b>	The main economic activity of the applicant does <b><i>NOT</i></b> fall into the following sectors <ul style="list-style-type: none"><li>Investments to achieve the reduction of greenhouse gas emissions from activities listed in Annex I to Directive 2003/87/EC of the European Parliament and of the Council;</li><li>The decommissioning and the construction of <b>nuclear power stations;</b></li><li>The manufacturing, processing and marketing of <b>tobacco and tobacco products;</b></li></ul>			Where an undertaking is active in the sectors referred as not eligible and is also active in one or more of the sectors or has other activities falling within the scope of this Call of proposals, those undertaking shall apply to aid granted in respect of the eligible sectors or activities, provided that the applicant concerned ensures, by appropriate means such as separation of activities or distinction of costs, that the activities in the sectors excluded from the scope of this call do not benefit from the de minimis aid granted in accordance with Regulation (EU) N° 2023/2831.																					

	<ul style="list-style-type: none"> <li>Investment in <b>airport infrastructure</b> unless related to environmental protection or accompanied by investment necessary to mitigate or reduce its negative environmental impact.</li> <li>Undertakings active in the <b>fishery and aquaculture sector</b>, as covered by Regulation (EU) No 1379/2013 of the European Parliament and of the Council of 11 December 2013 on the common organisation of the markets in fishery and aquaculture products, amending Council Regulations (EC) No 1184/2006 and (EC) No 1224/2009 and repealing Council Regulation (EC) No 104/2000;</li> <li>Undertakings active in the primary production of <b>agricultural products</b>;</li> <li>Undertakings active in the sector of processing and marketing of agricultural products, in the following cases:                         <ul style="list-style-type: none"> <li>(i) where the amount of the aid is fixed on the basis of the price or quantity of such products purchased from primary producers or put on the market by the undertakings concerned;</li> <li>(ii) where the aid is conditional on being partly or entirely</li> </ul> </li> </ul>			
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	<p>passed on to primary producers;</p> <ul style="list-style-type: none"> <li>• Export-related activities towards third countries or Member States, namely aid directly linked to the quantities exported, to the establishment and operation of a distribution network or to other current expenditure linked to the export activity;</li> <li>• Aid contingent upon the use of domestic over imported goods.</li> </ul>			
<b>24.</b>	<p><b>The beneficiary enterprises do not fall under one or more exclusion situations referred Article 138 Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the Union.</b></p>			<p><b>Partners declaration (Annex A3)</b>          For all partners:</p> <ul style="list-style-type: none"> <li>○ The company is not in bankruptcy or bankruptcy proceedings.</li> <li>○ The company regularly fulfills its obligations to employees and has no arrears for contributions.</li> <li>○ The company regularly settles its tax debt with the local and republic Tax Administration (Confirmation/Certificate from the local and republic Tax Administration that the applicant has settled all tax obligations related to public revenues).</li> <li>○ The company's bank accounts have not been blocked for more than XX days during last X years.</li> <li>○ Applicants proposing projects must not have been previously convicted - Confirmation/ Certificate that the owner(s) and responsible person(s) of the legal entity have not been criminally convicted and that no criminal proceedings are pending against them.</li> </ul>
<b>25.</b>	<p>At least 3 of the cooperation criteria are clearly fulfilled (mandatory cooperation in joint development and implementation of the project + one by choice from joint staffing or financing).</p>			<p>Application Form (AF), Part C, section C.7.5</p>
<b>26.</b>	<p>The proposed operation has at least 60% of the budget allocated to an investment</p>			<p>AF, Part D</p>

	component calculated based on the “list of investments” as shown in JeMS.			
<b>27.</b>	The project falls within the types of actions listed in section 2.2.3 Eligibility activities of Guidelines for Applicants.			AF, Part C
<b>28.</b>	The project contributes to the achievement of the Programme indicators (output and result indicators) related to this Call.			AF, Part A, section A.4 and Part C, sections C.4 and C.5 Attachment 3 – Indicator fishes
<b>29.</b>	The implementation period does not exceed the maximum project durations and should not be less than the minimum duration period indicated in the Guidelines for Applicants.			AF, Part A, section A.1 (≥ 12 months ≤ 24 months)
<b>30.</b>	The value of the financial support requested is in line with the limits indicated in the Guidelines for Applicants.			AF, Part A, section A.3 (≥200 000 € ≤400 000 €)
<b>COMMENTS:</b>				
		<b>YES</b>	<b>NO</b>	
<b>PROJECT PROPOSAL SATISFIES ALL CRITERIA FOR ADMINISTRATIVE AND ELIGIBILITY COMPLIANCE</b>				
<b>Assessor's name:</b>		<b>Assessor's signature:</b>		<b>Date of evaluation:</b>

## 8.2 TECHNICAL AND QUALITY EVALUATION GRID

PROJECT RELEVANCE, COOPERATION CHARACTER AND PARTNERSHIP RELEVANCE				
No.	SELECTION CRITERIA	Scores	Max. scores	Reference/ comments

<b>1.</b>	<b>Do project partners have experience, as well as the necessary capacity to implement the project activities (financial, human resources, etc.)?</b>  <div> <div>All project partners have experience and capacity to implement the project activities envisaged for each of them, permanent staff and financial stability</div> <div>4</div> </div> <div> <div>Not all project partners have experience and capacity to implement the project activities, permanent staff and financial stability</div> <div>2</div> </div> <div> <div>None of project partners has experience and capacity to implement the project activities, permanent staff and financial stability</div> <div>0</div> </div>	<b>4</b>	AF, Part B, section B.1.6 Part C, section C.7
<b>2.</b>	<b>With respect to the project's objectives the project partnership:</b> <b>• is balanced with respect to the levels, sectors, territory;</b> <b>and</b> <b>• consists of partners that complement each other?</b>  <div> <div>The partnership is relevant to the proposed project and partners complement each other and all of them have the necessary expertise to implement the project</div> <div>4</div> </div> <div> <div>The partnership is relevant to the proposed project, but not all partners have necessary expertise to implement the project.</div> <div>2</div> </div> <div> <div>The partnership is not relevant to the proposed project and none of the project partners has the necessary expertise to implement the project</div> <div>0</div> </div>	<b>4</b>	AF, Part B, section B.1.6 Part C, section C.3
<b>3.</b>	<b>What are the benefits of clearly defined roles between project partners within a partnership, and how does the cooperation among these partners contribute to the overall benefit of the territory or region?</b>  <div> <div>All partners play a defined role in the partnership and the territory benefits from this cooperation</div> <div>4</div> </div> <div> <div>Certain project partners lack explicitly defined roles within the established partnership; however, the territory continues to accrue significant benefits from the collective cooperation of these partners.</div> <div>2</div> </div>	<b>4</b>	AF, Part B, section B.1.6

	None of the partners assuming explicitly defined roles within the partnership and there is no clear benefits for the territory from this cooperation	0		
<b>4.</b>	<b>Does the project proposal demonstrate clearly cross-border cooperation regarding the addressed topic?</b>		<b>4</b>	AF, Part C, section C.4
	The proposal effectively showcases the substantial importance of cross-border cooperation for addressed topic, providing persuasive evidence and demonstrating significant benefits and impact of such collaboration.	4		
	The proposal acknowledges the potential importance of cross-border cooperation for the addressed topic but lacks in-depth analysis and concrete examples, requiring further elaboration to strengthen the case.	2		
<b>5.</b>	The proposal fails to adequately demonstrate the importance of cross-border cooperation for the addressed topic, lacking relevant evidence, rationale, or examples to support its significance.	0		
<b>6.</b>	<b>Is there a clear benefit from cooperating for the project partners/ target groups / project area / programme area?</b>		<b>5</b>	AF, Part C, section C.2.3 Whole AF
	The proposal effectively demonstrates and articulates the clear benefits derived from cooperating for the project partners, target groups, project area, and programme area. The benefits are clearly articulated and equally distributed among all stakeholders, leading to significant positive impacts.	5		
	The proposal demonstrates benefits delivered from cooperating, but there is some imbalance in the distribution of these benefits among project partners, target groups, and the programme area. While benefits are evident, they are not equally affect all stakeholders	3		
	There is limited evidence of clear benefit from cooperating for the project partners / target groups / project area / programme area. The proposal lacks clarity or fails to sufficiently demonstrate the advantages of cooperation	1		
	There is no clear benefit from cooperating for the project partners, target groups, project area, or programme area. The proposal fails to demonstrate any advantages or benefits derived from cooperation, and there is no indication of positive impacts on stakeholders	0		



<b>7.</b>	<b>Does the project proposal make a positive contribution to the horizontal principles sustainable development, equal opportunities and non-discrimination, equality between men and women (condition 1)? Does the project make a positive contribution to programme horizontal principle sustainable development and the "Do No Significant Harm" principle (condition 2). Does the project make a positive contribution to the New European Bauhaus initiative (condition 3)? Does the project contribute to the to environmental protection and takes into consideration the potential impacts of climate change - climate proofing in the sense of climate adaptation &amp; resilience will be considered (condition 4)?</b>		<b>4</b>	AF, Part C, section C.7.6
	The project demonstrates clear coherence with the with all conditions they are clearly integrated in the planned activities and outputs	4		
	The project demonstrates coherence with condition 1, condition 2 and condition 3 and they are clearly integrated in the planned activities and outputs.	3		
	The project demonstrates coherence with condition 1 and condition 2 they are clearly integrated in the planned activities and outputs.	2		
	The project demonstrates coherence with condition 1 and it is clearly integrated in the planned activities and outputs	1		
	The project have not positive contribution to the horizontal principals	0		
<b>SUBTOTAL</b>			<b>25</b>	
<b>PROJECT INTERVENTION LOGIC</b>				
<b>No.</b>	<b>SELECTION CRITERIA</b>	<b>Scores</b>	<b>Max. Scores</b>	<b>Reference/comments</b>
<b>8.</b>	<b>Are the project work packages defined, realistic, achievable and necessary for achievement of the objectives?</b>		<b>5</b>	AF Part C, section C.4
	The project work packages are well-thought and structured in way that shows clear consistency between the project objective, activities, resources and expected results/outputs.	5		

	The connection between the activities, resources and result/outputs is well defined, but the justification for achievement of the project objective is insufficient.	3		
	The project work packages are described, but the link between the activities, resources and expected results is not clear	1		
	The project works package/s show lack of clear-thought structure and there is no consistency between the project objectives, activities, resources and expected results/ outputs	0		
<b>9.</b>	<b>Alignment with Priority 1, SO 1.3 "Enhancing sustainable growth and competitiveness of SMEs and job creation in SMEs" and potential to impact SME Growth and Competitiveness</b>		<b>10</b>	Whole AF
	There is a clear focus on increasing SMEs' competitiveness and facilitating their expansion into international markets. The project proposal directly addresses the needs of SMEs, contributing significantly to their growth and competitiveness. Proposed actions are well-suited to enhance SMEs' capabilities and facilitate their integration into global markets and value chains. The proposal aligns closely with the actions outlined under SO 1.3 for enhancing sustainable growth and competitiveness of SMEs and job creation.	10		
	The project proposal supports SMEs through productive investments but may not explicitly focus on SME competitiveness. /The project proposal has some relevance to SME growth and competitiveness, but it may lack specificity or depth in addressing their needs. There is some mention of expanding international markets and promoting participation in supply networks and value chains, but it is not the primary focus. The alignment with SO 1.3 actions is partially justified.	5		
	There is minimal or no mention of enhancing SME competitiveness or expanding into international markets. Actions proposed do not effectively address the challenges faced by SMEs or contribute to their long-term sustainability and competitiveness. The proposal's alignment with SO 1.3 actions is weak or non-existent.	0		

<b>10.</b>	<b>Does the project proposal have clear and justified potential for durability and transferability of the project results beyond project lifetime?</b>	<b>10</b>	AF, Part C, section C.8
	<b>Significant and lasting contribution:</b> The project outputs are expected to have a significant and lasting contribution to solving the targeted challenges even after the project ends. The proposal provides well-defined and justified measures for project durability and transferability, ensuring a strong and sustainable. The project outputs are designed to be scalable, replicable, and integrated into relevant systems or policies	10	
	<b>Substantial contribution:</b> The project outputs are expected to make a substantial contribution to solving the challenges beyond the project's lifetime. The proposal includes measures for project durability and transferability that show potential for lasting effect on the territory and population concerned. However, there may be some areas that require further clarification or strengthening to enhance the long-term impact of the project outputs.	7	
	<b>Moderate contribution:</b> The project outputs are expected to provide a moderate contribution to solving the challenges targeted after the project ends. The proposal outlines some measures for project durability and transferability, but they may be limited in scope or effectiveness. These measures may need to be revised and strengthened to ensure a more significant and lasting effect on the territory and the population concerned	4	
	<b>Minimal or no contribution:</b> The project outputs are expected to have minimal or no contribution to solving the challenges beyond the project's lifetime. The proposal lacks clear and justifiable measures for project durability and transferability, indicating that the project outputs will likely have limited or no lasting effect on the territory and the population concerned. To increase the project's potential impact, substantial revisions are necessary to enhance the durability and transferability of the project outputs.	0	
	<b>Subtotal</b>	<b>25</b>	

FINANCIAL CAPACITY OF THE APPLICANTS				
No.	SELECTION CRITERIA	Scores	Max. scores	Reference/comments
<b>11.</b>	<b>Weighted gross value added ratio for 2021, 2022 and 2023.</b>		<b>10</b>	<p><b>Coefficient of gross added value for the relevant year =</b> [Profit and loss account (PLA) for the relevant year, line "Personnel Expenses" <b>plus</b> line "Depreciation and Impairment Expenses" <b>plus</b> line "Profit"<sup>1</sup>] <b>divided by</b> PLA for corresponding year, line "Net sales revenue".</p> <p>The coefficient is calculated as a percentage.</p> <p><b>The weighted coefficient of the gross added value for the three financial years (2021, 2022 and 2023)</b> is calculated as a weighted sum of the coefficients for each of the three years separately, taken with the following relative weight by year: 2021 - 20%, 2022 – 30% and 2023 – 50%</p> <p>The coefficients need to be calculated for the entire project based on the average values of the coefficients of the project partners.</p>
	The weighted coefficient of the applicant's gross added value is > 30% and ≤ 35%.	10		
	The weighted coefficient of the applicant's gross added value is > 25% and ≤ 30% or > 35% and ≤ 40%.	9		
	The weighted coefficient of the applicant's gross added value is > 20% and ≤ 25% or > 40% and ≤ 45%.	8		
	The weighted coefficient of the applicant's gross added value is > 15% and ≤ 20% or > 45% and ≤ 50%.	7		
	The weighted coefficient of the applicant's gross added value is > 10% and ≤ 15% or > 50% and ≤ 55%.	6		
	The weighted coefficient of the applicant's gross added value is > 55% and ≤ 60%.	5		
	The weighted coefficient of the applicant's gross added value is > 60% and ≤ 65%.	4		
	The weighted coefficient of the applicant's gross added value is > 65% and ≤ 70%.	3		
	The weighted coefficient of the applicant's gross added value is > 70%.	2		
	The weighted coefficient of the applicant's gross added value is > 5% and ≤ 10%.	1		
	The weighted coefficient of the applicant's gross added value is ≤ 5%	0		
<b>12.</b>	<b>Weighted EBITDA profitability ratio for 2021, 2022 and 2023.</b>			

<sup>1</sup> In case the line "Profit" is not filled in, the data will be taken from the line "Loss" with a negative sign from the income part of the PLA.

	The applicant's weighted EBITDA profitability ratio is > 13% and ≤ 15%.	10	<b>10</b>	<p><b>Earnings before interest, taxes, depreciation, and amortization (EBITDA) profitability ratio for the relevant year</b> = [Profit and Loss account (PLA) for the relevant year, section "Operating income", line "Total for group I" <b>minus</b> PLA for the relevant year, section "Operating Expenses", line "Total for group I" <b>plus</b> PLA for the relevant year, line "Expenses for depreciation and impairment of tangible and intangible fixed assets"] <b>divided</b> by PLA for the relevant year, line "Net revenue from sales".</p> <p>The coefficient is calculated as a percentage.</p> <p><b>The weighted EBITDA profitability ratio for the three financial years (2021, 2022 and 2023)</b> is calculated as the weighted sum of the ratios for each of the three years separately, taken with the following relative weight by year: 2021 - 20%, 2022 – 30% and 2023– 50%.</p> <p>The coefficients need to be calculated for the entire project based on the average values of the coefficients of the project partners.</p>
	The applicant's weighted EBITDA profitability ratio is > 11% and ≤ 13% or > 15% and ≤ 17%.	9		
	The applicant's weighted EBITDA profitability ratio is > 9% and ≤ 11% or > 17% and ≤ 19%.	8		
	The applicant's weighted EBITDA profitability ratio is > 7% and ≤ 9% or > 19% and ≤ 21%.	7		
	The applicant's weighted EBITDA profitability ratio is > 5% and ≤ 7% or > 21% and ≤ 23%.	6		
	The applicant's weighted EBITDA profitability ratio is > 23% and ≤ 25%.	5		
	The applicant's weighted EBITDA profitability ratio is > 25% and ≤ 27%.	4		
	The applicant's weighted EBITDA profitability ratio is > 27%.	3		
	The applicant's weighted EBITDA profitability ratio is > 3% and ≤ 5%.	2		
	The applicant's weighted EBITDA profitability ratio is > 1% and ≤ 3%.	1		
	The applicant's weighted EBITDA profitability ratio is ≤ 1%.	0		
<b>13.</b>	<b>Comparability between the weighted EBITDA value for 2021, 2022, 2023 and the value of the total eligible costs of the project.</b>		<b>10</b>	<p><b>EBITDA</b> = Profit and Loss account (PLA) for the relevant year, section "Operating income", line "Total for group I" <b>minus</b> PLA for the relevant year, section "Operating Expenses", line "Total for group I" <b>plus</b> PLA for the</p>
	The weighted value of EBITDA for 2021, 2022, 2023 of the applicant, multiplied by 2, is greater than the value of the total allowable project costs (in thousand EUR)	10		

	The weighted value of EBITDA for the years 2021, 2022, 2023 of the applicant, multiplied by 3, is greater than the value of the total eligible costs of the project (in thousand EUR)	8		relevant year, line "Expenses for depreciation and impairment of tangible and intangible fixed assets".
	The weighted value of EBITDA for the years 2021, 2022, 2023 of the applicant, multiplied by 4, is greater than the value of the total eligible costs of the project (in thousand EUR)	6		
	The weighted value of EBITDA for the years 2021, 2022, 2023 of the applicant, multiplied by 5, is greater than the value of the total eligible costs of the project (in thousand EUR)	4		
	The weighted value of EBITDA for the years 2021, 2022, 2023 of the applicant, multiplied by 6, is greater than the value of the total eligible costs of the project (in thousand EUR)	2		
	The weighted value of EBITDA for 2021, 2022 and 2023 of the applicant, multiplied by more than 6, is greater than the value of the eligible costs for the project (in thousand EUR)	0		
	<b>Subtotal</b>		<b>30</b>	
	<b>OPERATIONAL ASSESMENT</b>			
<b>No.</b>	<b>SELECTION CRITERIA</b>	<b>Scores</b>	<b>Max. Scores</b>	<b>Reference/comments</b>
<b>14.</b>	<b>Does the project budget logically planned and proportionate to the proposed work packages and project's contribution to the programme objectives and indicators?</b>		<b>10</b>	AF, Part C, section C.4 Part D, section D.2 Part E, section E.3
	Detailed justification for planned expenditures to the proposed work packages is provided and they demonstrate properly the quality intended to be delivered.	10		
	Project expenses exceed the expected benefits for the target area and the target groups. Some costs are not relevant to the activities proposed.	8		

	Project budget is proportionate to the proposed work packages but the contribution to the programme objectives and indicators is vaguely presented	6		
	Project budget is proportionate to only few of the work packages and the contribution to programme objectives and indicators is unclear	3		
	The project budget is not logically planned and is not proportionate to the proposed work packages to achieve the set results and contribution to the selected programme indicators.	0		
<b>15.</b>	<b>Do the estimated costs are necessary for the implementation of the project and the prices are realistic and market based?</b>	<b>5</b>		AF, Part D, section D.2 Part E, section E.3
	All expenditures are necessary for implementation of the project prices are realistic and market based. No budget reduction/revisions are needed	5		
	Planned expenses correspond to the proposed activities, minor reduction of budget items and/or item prices is needed.	3		
	Estimated costs correspond to the proposed activities, but partial reductions of budget items and/or item prices is needed to optimize cost effectiveness.	2		
	Costs envisaged are inconsistent with project activities. The budget needs full re-design in this aspect	0		
<b>16.</b>	<b>Are the communication and visibility activities appropriate and efficient?</b>	<b>5</b>		AF, Part C, section C.4
	The project envisages communication and visibility activities to wide audience (regional and national level).	5		
	The project envisages communication and visibility activities, but to restricted audience (local community).	3		
	The project does not envisage communication and visibility activities.	0		
	<b>Subtotal</b>	<b>20</b>		
	<b>TOTAL SCORE</b>	<b>100</b>		
<b>Assessor's name:</b>		<b>Assessor's signature:</b>	<b>Date of evaluation:</b>	

**IMPORTANT**

***Maximum score of the project assessment is 100 points.***

***Only projects with total final score of 65 and above at the technical and quality evaluation stage can be proposed for financing.***

***In case there are project proposals with an equal number of points, the proposal with higher rank on selection criteria "Project relevance, cooperation character and partnership relevance", will be ranked first. In case the project proposals are with equal number of points on selection criteria "Project relevance, cooperation character and partnership relevance", will be ranked first the project with higher rank on selection criteria "Project intervention logic". In case there are project proposals with equal number of points of all selection criteria, will be ranked the proposal that was first submitted in Jems.***

**Taking into account good administrative practice, the Assessment Working Group can verify and subsequently exclude an applicant at any stage of the Call for proposals evaluation process whenever it is obvious that the latter does not meet the eligibility criteria.**

During the assessment of the project proposals the procedure for budget optimization and projects' content modifications will be conducted by the AWG members - final review of the budget of the project proposals, making revisions of unit rates, based on both the recommendations of the external assessors and the good practices of the MA and NA in terms of transparent and market-oriented financial allocations.

Before the submission of the evaluation report to the MC, the Programme Managing bodies shall conduct the following pre-contracting procedures:

1. Documentary check of presence/lack of double financing – assessment of whether or not the proposed action/s has not already been financed under other EU funded Programmes;
2. Performance of on-the-spot visit in case the project proposals envisage investment component – assessment of whether or not the object, subject to the proposed investment, really exists and is in a physical condition as described in the project proposal and/or has not already been developed or is currently under development.
3. Check for compliance with de minimis rules

The proposal will be presented to the Monitoring Committee for final decision.

COMPLAINT PROCEDURE



In case of disagreement with the outcome of the selection procedure, each Lead partner may issue a complaint towards the decision of the Monitoring Committee, following the standard complaint procedure described in Attachment 2 “Complaint Procedure” to these Guidelines for Applicants.