

Evaluation & selection procedure



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Project Selection Procedure document provides:

- Description of project selection procedure;
- Ensuring traceable, transparent, and binding criteria;



Aim:

- Increase transparency;
- Facilitate of decision making process.

Project Evaluation Procedure - 2 phases



1st phase: “Administrative
and technical requirements”

2nd phase: “Quality assessment”

- Evaluation is going to be carried out by the Joint Secretariat;
- Evaluation based on the selection criteria

External experts in the Evaluation Procedure

- During the evaluation procedure, the JS may be assisted by external experts;



1st phase: Administrative and technical requirements



- Check for meeting **administrative compliance** and **eligibility criteria** by the projects;
- Ensuring fulfillment of administrative and eligibility requirements of the Programme;
- It is an on-off procedure;
- Not fulfilling the above requirements of the Programme, means exclusion from the 2nd phase check;

1st phase: Administrative compliance

It confirms:

- the proposal has been submitted within the deadline set;
- AF has the official format specified by MA;
- AF is complete and meets all the requirements set in the respective Call;
- All required accompanying documents submitted along with the AF are properly filled in, signed, stamped and attached to AF;

Project proposals that are not compliant with the administrative criteria set are excluded from any further evaluation.



Evaluation

1st phase: Eligibility criteria



They examine:

- whether the proposal fulfils the requirements for being eligible for funding by the Programme.

For instance:

- structure of the cross-border partnership;
- general compatibility with the Programme objectives and principles;
- co-financing requested;
- duration of the project, etc.;

Proposals that do not fulfill the eligibility criteria will be rejected.

Additional information /clarification requested only in the case of permitted errors agreed between the two countries and approved by the JMC.

2nd phase: Quality assessment of the projects

The quality assessment is based on a scoring system;

Concluded with a ranking list of all the project proposals that have passed successfully the 1st phase.



What is evaluated?

- Nature of the proposed project;
- Project relevance with and contribution to the achievement of the specific objectives of the Programme;
- Project's viability, sustainability and results in the eligible territory;
- State Aid Declaration (for Member State Partners)
- Cross border cooperation and capitalization;
- Quality of the cross-border partnership;
- Proposed monitoring and management methodology;
- Information and publicity actions;
- Planning of the budget;



Core selection criteria

1. **Project Quality (Content related criteria):**

- Relevance of the proposal;
- Quality of the results;
- Impact and sustainability;
- Innovation;
- Synergies if any;
- Cross border cooperation and capitalization;

2. **Implementation related criteria:**

- Quality of the partnership;
- Quality of the methodological approach;
- Budget and finance;





Scoring



Both criteria are with a total threshold of 65 points for further recommendation.

Maximum total score a project may obtain is **100 points**.

Quality criteria are closely linked to the nature and objectives of the Programme.

Evaluation will be done by two assessors.

Average score is calculated.

When there is a difference higher than 10 points, a third evaluation will take place by the JS Coordinator.

Ranking



- Project proposals are ranked according to the average score obtained in the evaluation procedure.
- Projects are divided into three categories:
 - Project proposals to be accepted;
 - Project proposals to be rejected and
 - Project proposals to be further discussed at the Joint Steering Committee (acceptable under conditions, such as budget surplus, provision of further necessary documents, licences, permits, etc).

Roles - MA



1. Managing Authority ensures that the evaluation procedure is carried out in accordance to the requirements of the CfP and approved selection criteria.

Roles - JS

2. **JS**, with the consent of the Managing Authority, submits&proposes to the Joint Steering Committee:
- Fiches of the submitted project proposals with summary of most important project information about;
 - Ranking list of all evaluated project proposals;
 - All evaluation forms of the 1st and 2nd phase checks;



Roles - JSC

3. **JSC** selects & approves the projects to be funded.



Award Notice

All Lead beneficiaries will be informed in writing on the results obtained after the completion of the decision procedure of the JSC.



If a proposal is accepted under conditions, the Managing Authority will have to check that these conditions are taken into account before signing of Subsidy Contract.

**Thank you
for your attention!**