

Government of Georgia

Decree №200
March 27, 2020

Tbilisi

On the Approval of Rules for Determining Procedures and Criteria for the Selection of Projects for Pilot Integrated Regional Development Programme 2020-2022

Article 1

Pursuant to Article 5, subparagraphs “t”, “i” and “h³” of the Law of Georgia on the Structure, Authority and Rules of Operation of the Government of Georgia and in accordance with the Law of Georgia on the State Budget of Georgia of the respective year, also in order to fulfill the commitments of Decree N628 of December 20, 2019 of the Government of Georgia “On measures to be taken for the development of the pilot regions of Georgia”, Article 1, paragraph 4, the attached “Rules for Determining Procedures and Criteria for the Selection of Projects for Pilot Integrated Regional Development Programme 2020-2022” shall be approved.

Article 2

The Ministry of Regional Development and Infrastructure of Georgia shall coordinate the measures specified in this decree, in accordance with the same decree and the Decree N628 of December 20, 2019 of the Government of Georgia “On measures to be taken for the development of the pilot regions of Georgia”

Article 3

The Decree shall come into force upon publication.

Prime Minister

Giorgi Gakharia

Rules for Determining Procedures and Criteria for the Selection of Projects for Pilot Integrated Regional Development Programme 2020-2022

Article 1. General Provisions

1. Rules for Determining Procedures and Criteria for the Selection of Projects for Pilot Integrated Regional Development Programme 2020-2022 (hereinafter the Rules) is based on the Pilot Integrated Regional Development Programme 2020-2022 (hereinafter PIRDP) approved by Decree N628 of December 20, 2019 of the Government of Georgia “On measures to be taken for the development of the pilot regions of Georgia”
2. The Rules set out procedures and criteria for the selection of the projects and funding rules for the projects submitted under the measures of integrated regional development programme in the pilot regions defined by Decree N1713 of August 27, 2018 of the Government of Georgia “On Determining pilot regions for Regional Development Programme of Georgia 2018-2021” (hereinafter the Pilot Regions).
3. The Rules shall apply to the projects to be selected under the priority/measure/sub-measure of PIRDP, which will be financed through appropriations provided for in the state budget of Georgia of the respective year.
4. Procedures and criteria for the selection of projects, as well as their funding rules, defined by the Rules, cover the programme/project provided for by PIRDP.

Article 2. Measures to be taken for financing the project/programme under PIRDP

1. The Ministry of Regional Development and Infrastructure of Georgia (hereinafter the Ministry) annually prepares an action plan for the purpose of effective implementation of PIRDP and submits it to the Government Commission for the Development of Pilot Regions of Georgia (hereinafter the Commission) for endorsement.
2. The action plan referred to in paragraph 1 of this Article shall include information about:
 - A) the priorities of the programme provided for by PIRDP and the total amount of money to be allocated annually for the pilot regions;
 - B) the amount of money to be allocated for each priority/measure and/or sub-measure of the programme provided for by PIRDP, for the respective region;
 - C) the schedule of announcing call(s) under PIRDP;
 - D) the activities of monitoring and coordination of PIRDP implementation;
 - E) other information that ensures the effective implementation of PIRDP.
3. After the approval of the action plan provided for in paragraph 1 of this Article, the Commission shall determine the total amount of funds to be annually allocated for the priorities of the programme and for the Pilot Regions provided for in PIRDP and submit it to the Government of Georgia for approval.

4. The action plan referred to in paragraph 1 of this Article shall be developed no later than March 31 in the first year of the implementation of PIRDP, and no later than December 31 of the previous year for each subsequent year.

5. In order to make a decision referred to in paragraph 3 of this Article, the Ministry shall submit the relevant decision of the Commission to the Ministry of Finance of Georgia.

6. The Ministry of Finance of Georgia, in accordance with the rules established by the legislation of Georgia, submits to the Government of Georgia a draft decree of the Government of Georgia on the allocation of relevant funds.

7. Following the decision of the Government of Georgia referred to in paragraph 3 of this Article, the Commission, for the purpose of project selection, is authorized to implement the measures specified in this decree.

Article 3. Announcing call(s) under PIRDP

1. The call(s) are planned and announced on the basis of annual action plan for the implementation of PIRDP.

2. In order to announce call(s), the Ministry shall elaborate conditions of the call and submit it to the Commission for relevant decision.

3. For the purposes of the call(s), the Commission is authorized to specify the issues provided for in PIRDP, including grant recipients, as well as the upper and/or lower limit(s) of the cost of the programme/project.

4. In case of approval of conditions of the call by the Commission in accordance with paragraph 2 of this Article, the relevant call(s) shall be announced according to the schedule provided for in the annual action plan for the implementation of PIRDP.

5. The Ministry ensures the announcement of the call(s).

6. The call(s) are announced on the website of the Ministry - www.mrdi.gov.ge. Information on the announcement of the call(s) will also be published on the websites of the administration of State Trustees of the relevant pilot regions: www.imereti.gov.ge; www.guria.gov.ge; www.kakheti.gov.ge; www.rls.gov.ge.

Article 4. Preparation of applications by project promoter

1. The call(s) can be announced according to either one-step or two-step evaluation procedure.

2. If the Ministry announces the call(s) under one-step evaluation procedure, project promoter shall fill out the full application form for submission of project proposals in compliance with Annex 2 and Annex 3.

3. If the Ministry announces the call(s) under a two-step evaluation procedure, project promoter shall at the first stage fill out the application form for submission of project ideas, in

compliance with Annex 1, and at the second stage, only in case of pre-selection for further development/preparation, project promoter shall fill out the application form for submission of full project proposals in compliance with Annex 2 and Annex 3.

4. The application forms established by this Article shall not be applied to the call(s) to be announced at the central level (under the third priority of PIRDP). In the latter case, the Commission is authorized to determine the application form for the call.

Article 5. Project evaluation

1. Projects are evaluated by the relevant office of the Administration of State Trustee (hereinafter the Office), which evaluates the applications of the submitted project ideas and the full applications of the project proposals, in accordance with the evaluation criteria provided for in Annex 4 of this Decree.

2. For the purpose of evaluation referred to in paragraph 1 of this Article, the Office is authorized to invite the representatives of various administrative bodies and/or to invite relevant expert(s).

3. The programmes submitted under the call(s) referred to in article 4, paragraph 4 of this Decree shall be evaluated in accordance with the conditions of the call, by the working group established by the Commission.

Article 6. Evaluation procedures

1. During the evaluation, the project undergoes administrative and compliance checks and technical scoring processes set out in Annex 4 to this Decree.

2. The evaluation may be one-step or two-step, depending on the conditions of the call.

3. Subject to paragraph 2 of this Article, a one-step evaluation means the evaluation of the project in accordance with the content of the call, only on the basis of the full application of the project proposal.

4. In accordance with paragraph 2 of this Article, the project idea is evaluated at the first stage during the two-step evaluation, and the full application of the project proposal is evaluated at the second stage.

5. Representatives of the project promoter shall not be involved in the evaluation process.

6. After the evaluation of project ideas and full applications of project proposals by the Office, in case of receiving no less than 70% of the maximum scores in the evaluation form, the project is submitted to the Regional Consultative Council (hereinafter the Council), and in case of projects of strategic importance – to the Commission.

7. A project, for which an estimated value of requested funding exceeds 1 million GEL, is considered as a project of strategic importance referred to in paragraph 6 of this Article.

8. During the evaluation procedure referred to in this Article it shall be verified that before submitting the full application of the project proposal, an assembly of the relevant municipality has made a decision on the endorsement of the project and on implementation of relevant measures for further development of the project.

Article 7. Selection procedures

1. The projects shall be selected under the call(s) by the Council or the Commission.
2. For the call(s) announced at the central level (under the third priority of PIRDP), programmes and the projects of strategic importance shall be selected by the Commission. In any other case, project selection shall be done by the Council.
3. When selecting a project subject to one-step evaluation, the Council, or the Commission in case of projects of strategic importance, shall select a full project application evaluated according to the rules defined by this decree.
4. Considering the content of the call, in case of a two-step evaluation the project idea will be selected at the first stage according to the rules defined by this decree, and only if the project idea is approved at the first stage, the full application of project proposal will be selected at the second stage.
5. Considering the content of the call, project plans, specifications and estimates (PS&E) with relevant expert opinion and a copy of the signed act of delivery and acceptance of the project PS&E shall be attached to the full application submitted by the project promoter.
6. Costs of preparing plans, specifications and estimates of the project (including preparation of plans and expert services) is not funded under PIRDP through the State Budget of Georgia
7. Projects shall be selected by the Council and the Commission in accordance with the rules established by the legislation of Georgia regulating their decision-making.
8. The application of the project idea and the full application of the project proposal selected by the Council shall be subject to compliance check by the Commission in accordance with the rules established by this Decree.

Article 8. Decision on financing

1. The relevant positive decision of the Commission is the basis for financing the programmes and projects of strategic importance selected at the central level (under the third priority of PIRDP).
2. In all other cases, except for the cases specified in paragraph 1 of this Article, the relevant positive decision of the Council shall be the basis for financing.
3. In accordance with the paragraphs 1 and 2 of this Article, the Ministry shall submit the relevant decision of the Commission to the Ministry of Finance of Georgia.

4. The Ministry of Finance of Georgia, in accordance with the rules established by the legislation of Georgia, shall submit to the Government of Georgia a draft decree of the Government of Georgia on the allocation of funds.

5. The grant is awarded to the recipient for the purpose of implementing the project on the basis of state procurement contract signed by the recipient, taking into account the volume of the work performed. At the central level (under the third priority of PIRDP), the grant is awarded to the recipient for the purpose of implementing the project taking into account the content of the submitted programme.

6. The grant recipient shall be responsible for the lawful, purposeful and rational management of funds allocated under paragraph 4 of this Article.

Article 9. Publicity of information

1. Information on grants awarded through the call(s) is public and shall be published on the website of the Ministry no later than 10 days after the relevant decision is made.

2. The project promoter shall be notified about the positive or negative decision made on their application by the relevant decision-maker.

Article 10. Rules for managing surplus/financial resources

1. The grant recipient is obliged to return the remaining surplus/financial resources of the funds received under PIRDP to the State Budget no later than the last day of the next calendar month after the creation of the relevant surplus/financial resources.

2. The funds referred to in paragraph 1 of this Article can be used for the implementation of PIRDP or for the measures determined by this decree in the manner prescribed by the same decree.

Article 11. Inspecting the course of implementation of the funded projects

1. The Ministry and/or the State Trustee are authorized to request information/documents from the grant recipients about the progress of the funded project. The grant recipient is obliged to submit the requested information/documents to the Ministry within 10 days of a request.

2. The Ministry and/or the State Trustee are authorized to inspect the funded project on the spot, which implies verification of the information on the implementation of the aforementioned projects.

3. The Ministry and/or the State Trustee shall periodically submit information on the information/documents requested on the basis of paragraph 1 of this Article and the results of the on-the-spot inspection referred to in paragraph 2 of this Article to the Commission, which in turn is authorized to give recommendations to the grant recipient for the smooth and proper implementation of the project.

4. The Ministry is authorized to implement the measures provided for in this Article for the programmes and projects of strategic importance selected at the central level (under the third priority of PIRDP).

5. The Ministry shall submit an annual report to the Commission on the implementation of the funded programmes/projects.

Article 12. Coordination and Monitoring

1. The Ministry shall, within the scope of its authority, ensure appropriate coordination and monitoring for effective implementation of PIRDP.

2. The coordination and monitoring referred to in paragraph 1 of this Article shall be carried out periodically and shall form the basis for the development of the annual report.

3. Grant recipients are required to complete monitoring and information forms.

4. Persons/agencies implementing the programme/projects developed at the central level (under the third priority of PIRDP) are obliged to prepare the relevant information in accordance with the established rules and submit it to the Ministry.

Annex 1. Application form for project ideas

Please note that this template can be modified by the Government Commission for the Development of Pilot Regions of Georgia to better reflect the specificity of the call for project ideas under each measure/sub-measure. The template of project idea form will be attached to the relevant call document.

Title of the project idea	Short title of the proposed project referring to its content;
Correspondence with PIRDP	Please indicate name and number of priority and measure (sub-measure) of PIRDP under which your project is submitted:
Submitter of the project idea	Please indicate the submitter of the project idea. <i>If this project idea is submitted in cooperation with other bodies/organizations, please provide relevant information;</i>
Place of implementation	Region:
	Municipality:
	City, Small Town, Village:
Objective(s) of the project	Please specify the objective(s) of the project. Make reference to the relevant measure of PIRDP and to the objectives of the announced call.
Expected results	Please name expected results (maximum 2-3 results) – something which project implementation will bring to the population, economy or municipality. Also, indicate connection to the results of the relevant PIRDP measure/sub-measure or to the results defined by the terms of the call (if defined): 1. 2. 3.
Description/justification of the project idea	Please provide a brief description of the project, with an emphasis on its socio-economic role and on its local and regional impact. Please explain why this project should be implemented. Name problems tackled by the implementation of the project, the potential that can be developed by its implementation. Also, please refer to the regional development strategy, local economic development plan of the relevant region, to other relevant strategic documents and/or to the measures provided for in PIRDP:
Main activities	Please list the main activities that are necessary for project implementation and name works or services to be financed under project:

Complementarity	<p>Please specify if this project is continuation/extension of projects financed from other sources.</p> <p>Please describe if this project has an integrated nature – is connected with other projects or is a part of a broader plan (e.g. regeneration plan, transport plan, local economic development plan, etc.) If yes, please provide information about the source, value and time of implementation:</p>
Project sustainability	<p>Please indicate the funding source of the maintenance and running costs (local budget, donor, etc.):</p>
Status of the project idea	<p>Please indicate if project plans, specifications and estimates (PS&E) and relevant positive expert opinion are prepared:</p>
Requested support	<p>Please provide information about expected financial support to be requested:</p>
Timeframe	<p>Please indicate estimated time of project implementation (in months):</p>
Estimated budget and requested grant	<p>Please, specify the total value of the project (in GEL), funds attracted from other sources (if existing):</p> <ol style="list-style-type: none"> 1. PIRDP – 2. Costs of preparing technical documentation - 3. Own co-financing – 4. Other sources – 5. Total budget –
Name, surname and contact details of the person in charge of preparing the project	<p>Please provide name, surname, position and contact details (telephone number, e-mail) of a person in charge of preparing the project:</p>

Annex 2. Full application form for project proposals

Please note that the template of project proposal form can be modified by the Government Commission for the Development of Pilot Regions of Georgia to better reflect the specificity of the call under each measure/sub-measure of the programme. The template of the full application form under individual call will be attached to the relevant call document.

1. General information

Title of the project proposal	<i>Short title of the project proposal referring to its content:</i>
Correspondence with PIRDP	<i>Please indicate name and number of priority and measure (sub-measure) of PIRDP under which your project is submitted:</i>
Submitter of the project proposal	<i>Please indicate the submitter of the project application:</i>
	<i>In case of integrated projects please indicate the leading applicant and give names and surnames of co-applicants:</i>
	<i>Please indicate the address of the submitter:</i>
	<i>Please indicate the email of the submitter:</i>
Contact information of the person in charge of the project	<i>Please indicate the name and surname of the person in charge of the project:</i>
	<i>Please indicate the position of the person in charge of the project:</i>
	<i>Please indicate the phone number of the person in charge of the project:</i>
	<i>Please indicate the email of the person in charge of the project:</i>
Place of implementation	<i>Region:</i>
	<i>Municipality:</i>
	<i>City, Small Town, Village:</i>
Target group/beneficiaries	<i>Identify main beneficiaries of the project or target group of the project:</i>
Total budget of the project	<i>Please indicate the estimated value of the project proposed for implementation:</i>
Amount of co-financing	<i>Please indicate the percentage of co-financing from own resources:</i>
Time of implementation	<i>Please indicate project implementation time (number of months):</i>
	<i>Please indicate intended starting date of implementation (after signing the contract for works or services):</i>
	<i>Please indicate intended completion date (act of delivery and acceptance):</i>

2. Project description and justification

Objective(s) of the project	<i>Please specify objective(s) of the project. Make reference to relevant measure of PIRDP and to the objectives of the announced call:</i>
Expected results	<p><i>Please name expected results (maximum 2-3 results) – something which project implementation will bring to the population, economy or municipality. Also, indicate connection to the results of the relevant PIRDP measure/sub-measure or to the results defined by the conditions of the call (if defined):</i></p> <ul style="list-style-type: none"> • ... • •
Description/ justification of the project	<p><i>Please provide a brief description of the project, with an emphasis on its socio-economic role and on its local and regional impact.</i></p> <p><i>Please explain why this project should be implemented.</i></p> <p><i>Name problems tackled by the implementation of the project, the potential that can be developed by its implementation. Also, please refer to the regional development strategy, local economic development plan of the relevant region, to other relevant strategic documents and/or to the measures provided for in PIRDP.</i></p> <p><i>Up to 300 words:</i></p>
Main activities	<i>Please list the main activities that are necessary for project implementation and name works or services to be financed under project:</i>
Indicators and targets	<i>Please define exact indicators and corresponding targets with reference to the indicators and targets used under the relevant measure of PIRDP:</i>
	Result indicator(s):
	Output indicator(s):
Complementarity with other projects	<p><i>Please specify if this project is a continuation/extension of projects financed from other sources.</i></p> <p><i>Please describe if this project has an integrated nature – is connected with other projects or is a part of a broader plan (e.g. Regeneration Plan, Transport plan, Local economic development plan, etc.) If yes, please provide information about the source, value and time of implementation:</i></p>
Project sustainability	<i>Please indicate the funding source of the maintenance and running costs (local budget, donor, etc.):</i>

3. Implementation and Financing

Status of preparation of the project	<i>Please give information about the status of project preparation. Please, indicate if project plans, specifications and estimates (PS&E) and relevant positive expert opinion are already prepared</i>
	<i>Please indicate whether there is a decision of local assembly of the municipality on project endorsement and implementation of relevant measures for further development of the project:</i>
	<i>List of documents submitted with the project (technical-economic justification, project plans, specifications and estimates with relevant positive expert opinion, a copy of signed delivery and acceptance act, decision of municipal assembly on project endorsement):</i>
Timetable	<i>Please indicate if the project is one year or multi- year:</i>
	<i>Intended date (month) for signing the contract with the contractor:</i>
	<i>Intended date of completion of the project:</i>
	<i>Please provide a detailed plan of implementation at the level of activities in annex 1 (Grant diagram)</i>
Estimated budget and requested grant (GEL)	<i>Please describe in detail how the funding will be provided. Are these funds already allocated in the grant recipient's budget? Please fill in the annex - project budget:</i>
	<i>Total value of the project:</i>
	<i>Total value of requested grant:</i>
	<i>Amount of co-financing:</i>
	<i>Amount of financing from other sources:</i>
Expenditure categories	<i>Please give information about expenditure categories using Annex 3:</i>
Risk management	<i>Please describe the potential internal and external risks which may affect the implementation of the project:</i>
	<i>Please describe mitigation/management measures:</i>

4. Conformity with cultural, environmental and social principles

Conformity with non-discrimination principle	<i>Please describe what will be the impact of the project on equal treatment of various social groups and gender:</i>
Environmental impact	<i>Please describe how project implementation will affect the environment:</i>
Realisation of the partnership principle	<i>Please describe how the project respects the partnership principle, how are the partners involved in the project preparation and implementation:</i>

Date:

Signature with the name of (leading) applicant:

Annex 4. Evaluation Criteria

Note: These are the general (universal) evaluation criteria. The Government Commission for the Development of Pilot Regions of Georgia can modify it later, depending on the specificities of the call and the content of the measure. Technical scoring serves as a basis for awarding a grant for the project. Project proposals that can't pass administrative and compliance check will not be considered.

Guidance for technical scoring (evaluation criteria)/scoring principles:

0 = **unacceptable** or where documentary evidence fails to address the criterion or cannot be assessed due to missing or incomplete information

1 = **very poor**, where the criterion is inadequately addressed or there are significant weaknesses

2 = **poor**, where the evidence broadly addresses the criterion or there are significant weaknesses and/or risks

3 = **adequate**, where the evidence addresses the criterion well but a number of significant shortcomings and/or risks are present

4 = **good**, where the evidence addresses the criterion very well but a limited number of shortcomings are present

5 = **very good**, where the evidence addresses all relevant aspects of the criterion and shortcomings are insignificant or nonexistent.

I. One-step procedure

Administrative and compliance check

Application is submitted in the required format	<input type="checkbox"/>
Documents requested in the call are attached	<input type="checkbox"/>
There is a decision of the municipal assembly on project endorsement and implementation of the relevant measures for further development of the project	<input type="checkbox"/>
Application is submitted by the eligible entity	<input type="checkbox"/>
Project is implemented in the eligible region	<input type="checkbox"/>
Project is implemented on the territory of the eligible municipality	<input type="checkbox"/>
Project duration is not shorter or longer than required	<input type="checkbox"/>
Co-financing requirement is met as required by the call	<input type="checkbox"/>
Project is environmentally neutral or positive (in case of negative impact, relevant substantiation is submitted)	<input type="checkbox"/>
Project respects non-discrimination principle	<input type="checkbox"/>
Content of the project is in compliance with the conditions of the call announced under the measure/sub-measure	<input type="checkbox"/>
Documents required by the conditions of the call are submitted and valid (local economic development plan, regeneration plan, etc.)	<input type="checkbox"/>

Technical scoring

Relevance to the objective(s) of the measure/sub-measure	40
Impact on socio-economic environment is proven	5x2
Level of project contribution to specific indicators set for the programme/measure*	5
Connection between project implementation and opportunities of business development	5x2
Proven linkage with other projects and/or other measures of PIRDP**	5x2
Relevance to solving the problems specified in local economic development plan and usage of potential	5
Quality of project design and implementation approach	35
Quality of problem analysis (causality)	5x2
Coherence of response to the problem	5
Compatibility of project activities and results	5
Credibility of expected outputs and results	5
Reasonability of the timetable	5
Justification of sustainability of project outputs/results	5
Budget and cost effectiveness	25
Budget's fit for purpose (ratio between expenditures and results)	5x2
Proper estimation of costs of project activities	5
Amount of co-financing and credibility of co-financing sources	5x2
TOTAL	100

*For example, Measure 4.2 contributes to the following: business turnover, number of visitors, energy efficiency and employment of local population; a project contributing to more than one indicator manifests more integrated character and should be scored higher.

** For example, for Measure 4.2, such can be Measure 4.1 and 4.3

Outcome of evaluation should be presented in the following format

Process	Yes/No	Score
Administrative and compliance checks		
Technical scoring		
Recommendation of the evaluator	<i>Brief explanation concerning the evaluation, recommendation and preselection of the full application of project proposal</i>	

After evaluation of projects submitted under the call, relevant office prepares the list of applications with the outcome of evaluation presenting results of check and scoring together with positive or negative recommendation.

II. Two-step procedure

Project Idea

Administrative and compliance check

Application is submitted in the required format	<input type="checkbox"/>
Documents requested in the call are attached	<input type="checkbox"/>
Application is submitted by the eligible entity	<input type="checkbox"/>
Project is implemented in the eligible region	<input type="checkbox"/>
Project is implemented on the territory of the eligible municipality	<input type="checkbox"/>
Project duration is not shorter or longer than required	<input type="checkbox"/>
Co-financing requirement is met as required by the call	<input type="checkbox"/>
Project is environmentally neutral or positive (in case of negative impact, relevant substantiation is submitted)	<input type="checkbox"/>
Project respects non-discrimination principle	<input type="checkbox"/>
Content of the project is in compliance with the conditions of the call announced under the measure/sub-measure	<input type="checkbox"/>
Documents required by the conditions of the call are submitted and valid (local economic development plan, regeneration plan, etc.)	<input type="checkbox"/>

Technical scoring

Relevance to the objective(s) of the measure/sub-measure	35
Impact on socio-economic environment is proven	5x2
Connection between project implementation and opportunities of business development	5x2
Proven linkage with other projects and/or other measures/sub-measures of PIRDP*	5x2
Relevance to solving the problems specified in local economic development plan and usage of potential	5
Quality of project design and implementation approach	45
Quality of problem analysis (causality)	5x2
Coherence of response to the problem	5
Compatibility of project activities and expected outputs/results	5x2
Readiness of the project	5x2
Reasonability of presented timetable	5
Justification of sustainability of project outputs/results	5
Budget and cost effectiveness	20
Budget's fit for purpose (ratio between expenditures and results)	5x2
Amount of co-financing and credibility of co-financing sources	5x2
TOTAL	100

**Including projects implemented under/by the Fund of Projects to be Implemented in the Regions of Georgia, LEPL Municipal Development Fund of Georgia, UNDP, Rural Support Programme, Fund for the*

Development of High Mountain Settlements, ENPARD, programmes of Asian Development Fund, etc., that have been implemented before by the members of the partnership requesting the funding.

Outcome of evaluation should be presented in the following format

Process	Yes/No	Score
Administrative and compliance check		
Technical scoring		
Recommendation by evaluator	<i>Brief explanation concerning the evaluation, recommendation and preselection of the project idea</i>	

After evaluation of project ideas, relevant office prepares the list of applications with the outcome of evaluation presenting results of checks and scoring together with positive or negative recommendation.

Full application of a project proposal

Administrative check

Application is submitted in the required format	<input type="checkbox"/>
Documents requested in the call are attached	<input type="checkbox"/>
There is a decision of the municipal assembly on project endorsement and implementation of relevant measures for further development of the project	<input type="checkbox"/>
Application is submitted by the eligible entity	<input type="checkbox"/>
Project is implemented in the eligible region	<input type="checkbox"/>
Project is implemented on the territory of the eligible municipality	<input type="checkbox"/>
Project duration is not shorter or longer than required	<input type="checkbox"/>
Co-financing requirement is met as required by the call	<input type="checkbox"/>
Project is environmentally neutral or positive (in case of negative impact, relevant substantiation is submitted)	<input type="checkbox"/>
Project respects non-discrimination principle	<input type="checkbox"/>
Content of the project is in compliance with the conditions of the call announced under the measure/sub-measure	<input type="checkbox"/>
Documents required by the conditions of the call are submitted and valid (local economic development plan, regeneration plan, etc.)	<input type="checkbox"/>
Project does not differ significantly from the content of the project idea application form	<input type="checkbox"/>

Technical scoring

Relevance to the objective(s) of the measure/sub-measure	40
Impact on socio-economic environment is proven	5x2
Level of project contribution to specific indicators set for the programme/measure*	5
Connection between project implementation and opportunities of business development	5x2
Proven linkage with other projects and/or other measures of PIRDP**	5x2
Relevance to solving the problems specified in local economic development plan and usage of potential	5
Quality of project design and implementation approach	35
Quality of problem analysis (causality)	5x2
Coherence of response to the problem	5
Compatibility of project activities and expected results/outputs	5
Credibility of result and output indicators	5
Reasonability of presented timetable	5
Justification of sustainability of project results/outputs	5

Budget and cost effectiveness	25
Budget's fit for purpose (ratio between costs and results)	5x2
Proper estimation of costs of project activities	5
Amount of co-financing and credibility of co-financing sources	5x2
TOTAL	100

* For example, Measure 4.2 contributes to: business turnover, number of visitors, energy efficiency and employment of local population; a project contributing to more than one indicator manifests more integrated character and should be scored higher

** For example, for Measure 4.2, such can be Measure 4.1 and 4.3

Outcome of evaluation should be presented in the following format

Process	Yes/No	Score
Administrative and compliance check		
Technical scoring		
Recommendation by evaluator	<i>Brief explanation concerning the evaluation, recommendation and preselection of the full application of project proposal</i>	

After evaluation of the full application of project proposals submitted under the call, relevant office prepares the list of applications with the outcome of evaluation presenting results of checks and scoring together with positive or negative recommendation.