**Joint Operational Programme Romania – Ukraine 2014 - 2020**

**1st Call for proposals (HARD projects) / 2nd Call for proposals (SOFT projects)**

**EVALUATION REPORT**

**Administrative and eligibility check / Technical and financial evaluation / Evaluation of additional documents**

CONTENTS

Timetable  
Participants

General evaluation data at start and at the end of the step  
Summary of the work performed by the internal/ external assessors

Summary of decisions taken by the Project Selection Committee

Other considerations related to the evaluation process

ANNEXES

* Declarations of impartiality and confidentiality
* Declarations regarding the conflict of interest
* Submission Register
* List of projects undergoing the evaluation step
* (if the case) List of projects for which PSC required 3rd independent evaluation , with reasons
* checklists and Eligibility Reports (step 1) / evaluation grids[[1]](#footnote-1) (step 2/ step 3)
* List of projects with requests for clarifications
* Explanatory Notes (step 2/ step 3), letters of clarifications, clarifications provided by the applicants
* Minutes of the Project Selection Committee
* Attendance lists for the Project Selection Committee
* List of projects selected (per call/per priority/per country)
* List of projects put on the reserve list (if the case, per call/per priority/per country)
* List of rejected projects with reasons (per call/per priority/per country)

# **1. Timetable**

|  |  |
| --- | --- |
|  | **Date** |
| **Start of evaluation** |  |
| **End of evaluation** |  |
| **Deadline for EMS-ENI submission** (if the case) |  |
| **Deadline for hard-copy submission** (if the case) |  |
| **PSC meeting 1** |  |
| **PSC meeting 2** |  |
| **Etc.** |  |

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# **2. Participants**

|  |  |  |
| --- | --- | --- |
| **Name** | **Representing** | **Role[[2]](#footnote-2)** |
|  |  | Project Selection Committee |
|  |  |  |
|  |  |  |

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# **3.1 General evaluation data in respect of this evaluation step**

**DATA AT START**

* Total number of projects registered into EMS-ENI system (in total/per priority/per country)
* Total number of projects undergoing the evaluation step (in total/per priority/per country) and
* Overall amount of ENI funds requested by projects (in total/per priority/ per country)
* Overall value of projects (in total/per priority/ per country)

**DATA AT COMPLETION**

* Total number of projects selected/put on the reserve list/rejected following the evaluation step (per priority/per country)
* Overall amount of ENI funds requested by the projects selected/put on the reserve list/rejected (per priority/ per country)
* Overall value of the projects selected/put on the reserve list/rejected (per priority/ per country)

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# **3.2 Summary of work performed by internal/ external assessors**

* List of projects for which requests of clarification were proposed by the assessors, accepted by PSC, and submitting clarifications (per priority)
* List of projects for which PSC required revision/correction of the checklists/evaluation grids and reasons for the requests (per priority)
* (if the case) List of projects for which PSC required 3rd assessor to re-perform evaluation

# **3.3 Summary of PSC decisions**

* Consultations with National Authorities and the Managing Authority
* List of projects selected (per call/per priority/per country)
* List of projects put on the reserve list (if the case, per call/per priority/per country)
* List of rejected projects with reasons (per call/per priority/per country)
* Summary of contribution to be brought by the selected projects to programme Result indicators (per priority)
* Summary of contribution to be brought by the selected projects to programme (common) Output indicators (per priority)
* Other decisions (e.g. deadline for submission of additional documents in case of HARD projects, period of validity for the projects put on the reserve lists)

# **3.4 Other considerations related to the evaluation process (as the case may be)**

# **4. Signatures**

|  |  |  |
| --- | --- | --- |
| **PSC** | **Name** | **Signature** |
| **Coordinator** |  |  |
| **Secretary** |  |  |
| **Member** |  |  |
| **Member** |  |  |
| **Member** |  |  |
| **Member** |  |  |

1. All the evaluation grids compiled by the assessors during this step [↑](#footnote-ref-1)
2. PSC member, internal assessor, observer, coordinator, secretary etc. [↑](#footnote-ref-2)