**Joint Operational Programme Romania – Republic of Moldova 2014 - 2020**

**Reference: 1st Call for proposals/ 2nd Call for proposals**

**EVALUATION REPORT**

**(Step 1/Step2/Step3)  
ADMINISTRATIVE AND ELIGIBILITY CHECK / TECHNICAL AND FINANCIAL EVALUATION / EVALUATION OF ADDITIONAL DOCUMENTS**

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* Declarations of impartiality and confidentiality
* Declarations regarding the conflict of interest
* Declarations of acknowledgement regarding the finalisation of the evaluation process of External assessors
* Declarations regarding the access in EMS ENI informatic system of JMC members
* List of projects undergoing the evaluation step
* List of projects being requested for clarifications at Step 1/ Step 2/ Step 3 accompanied by Explanatory Notes, PSC letters for requesting clarifications and answers received (per priority)
* Checklists/ NAs Eligibility Reports/ Evaluation grids and, if the case, revised Checklists/Evaluation grids completed for Step 1/ Step 2/ Step 3 and uploaded into EMS-ENI system (per priority)
* (if the case) List of projects for which PSC required 3rd independent evaluation
* Minutes of the Project Selection Committee
* Attendance lists for the Project Selection Committee
* List of projects proposed to be financed by the programme (per call/per priority)
* List of projects put on the reserve list (if the case, per call/per priority)
* List of rejected projects with reasons for rejection (per call/per priority)

# **1. Timetable**

|  |  |  |
| --- | --- | --- |
|  | **Date** | **Time** |
| **Start of the evaluation step** |  |  |
| **End of the evaluation step** |  |  |
| **Deadline for EMS-ENI submission** |  |  |
| **Deadline for hard-copy version submission** |  |  |
| **PSC meeting 1** |  |  | |
| **PSC meeting 2** |  |  | |
| **Etc.** |  |  | |

# **2. Participants**

|  |  |  |
| --- | --- | --- |
| **Name** | **Representing** | **Role**[[1]](#footnote-1) |
|  |  |  |
|  |  |  |
|  |  |  |

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# **3. Administrative and eligibility check (Step 1) / Administrative and eligibility check amended after analysis of the appeals submitted**

# **Technical and financial evaluation (Step 2) / Technical and financial evaluation amended after analysis of the appeals submitted**

# **Evaluation of additional documents (Step 3) / Evaluation of additional documents amended after analysis of the appeals submitted**

# This text may be expanded to reflect eventual discussions on particular cases

In line with the Guidelines for grant Applicants and the provisions of the Assessment Manual approved by the Joint Monitoring Committee, the Project Selection Committee proceeded with the first step/ second step/ third step of evaluation.

**General evaluation data at start:**

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

**General evaluation data at completion:**

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

# **3.1 Summary of the work performed by internal/ external assessors**

* List of projects for which requests of clarification were proposed by the internal/external assessors, accepted by PSC, and having submitted the clarifications within the deadline, both online and in hard-copy version (per priority)
* List of projects for which PSC required revision/correction of the checklists/evaluation grids and reasons for the request (per priority)
* (if the case) List of projects for which PSC required 3rd independent evaluation

# **3.2 Summary of PSC decisions**

* List of projects selected to undergo further evaluation (if the case) (per call/per priority/per country)
* List of projects put on the reserve list (per call/per priority/per country)
* List of rejected projects with reasons for rejection (per call/per priority/per country)
* Summary of projects contribution to Programme results (per priority)
* Summary of projects contribution 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)

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

# **3.4 Contentious cases (to be analyzed by the Joint Monitoring Committee)**

# **4. Signatures**

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

1. PSC member, internal assessor, observer, chairperson, secretary, … [↑](#footnote-ref-1)