

CALL FOR PROPOSALS	<p>Documents for MC approval: Programme Manual – Regular Projects with annexes, Evaluation and Assessment Manual</p> <p>Documents published: Programme Manual – Regular Projects with annexes</p> <p>Timeframe: min. 2 months</p> <p>Application method: WOD2021 (CST)</p>
AF ASSESSMENT	
FORMAL ASSESSMENT	
Assignment of projects for formal assessment (consisting of administrative and eligibility check)	<p>Performed by: Head of the JS</p> <p>Document: WOD2021</p> <p>Timeframe – 1 day per application (on a continual basis)</p>
Administrative and eligibility check	<p>Performed by: JS assessor (2 assessors)</p> <p>Document: Assessment grid (p. II)</p> <p>Timeframe – per application: 3 days</p> <p>Timeframe – total: max. 5 weeks (from the closure of the Call)</p>
Request for clarifications from applicants	<p>Performed by: JS assessor (2 assessors)</p> <p>Document: letter with request for clarifications</p> <p>Timeframe – per application: max. 14 days</p>
Verification of clarifications from Applicants	<p>Performed by: JS assessors (2 assessors)</p> <p>Positive → project subject to Quality assessment</p> <p>Negative → project rejected from further assessment</p> <p>Documents: Assessment grid (p. II)</p> <p>Timeframe – per application: 3 days</p>
Information on AF formal assessment results	<p>Performed by: JS assessors (1 assessor)</p> <p>Documents: email to Applicant with results of Formal assessment</p> <p>Timeframe – per application: 1 day</p>
Administrative and eligibility report	<p>Prepared by: Head of the JS</p> <p>Documents for MC information: Administrative and eligibility report for each Priority</p> <p>Timeframe: 3 days in total</p> <p>Communication method: email</p>
Appeals from negative decision on AF formal assessment*	<p>Performed by: Applicants</p> <p>Document: appeal request</p> <p>Timeframe – per application: 21 days of the date of the JTS e-mail to Applicant with results of Formal assessment</p>
Final decision on AF formal assessment*	<p>Performed by: MA</p> <p>Document: answer to appeal</p> <p>Timeframe – per application: within 45 calendar days of the receipt of the complaint</p>
QUALITY ASSESSMENT**	
Assignment of projects for quality assessment	<p>Performed by: Head of JS</p> <p>Document: list of projects for quality assessment</p> <p>Timeframe – 1 day per application (on a continual basis)</p>

Quality assessment (consisting of strategic and operational assessments)	Performed by: 2 assessors from the pool of assessors Document: Assessment grid (p. III) Timeframe – per application: 4 days Timeframe – total: max. 7 weeks
Additional quality assessment***	Performed by: 1 assessor from the pool of assessors Document: Assessment grid (p. III) Timeframe – per application: 3 days
Quality assessment report	Prepared by: Head of the JS Documents for MC information: Quality assessment report for each Priority, including draft ranking list and reserve list Timeframe: 3 days
MC STRATEGIC ASSESSMENT AND DECISION ON FINANCING	Performed by: MC Documents: Strategic assessment report, MC decision, including list of projects approved for financing (including recommendations), reserve list Timeframe: 2 weeks
Information on decision on financing	Performed by: JS Documents: email to Applicant with MC decision on project financing, list of projects approved for financing and reserve projects for Programme website Timeframe – per application: 3 days Timeframe – total: 14 days (including five working days to publish the list of the approved projects on the Programme website)
Appeals from negative decision on project financing****	Performed by: Applicants Document: appeal request Timeframe – per application: 21 days the JS e-mail to Applicant with MC decision on project financing
Answer to appeal****	Performed by: MA Document: answer to appeal Timeframe – per application: within 45 calendar days of the receipt of the complaint

* non-obligatory, does not withhold proceeding with other projects quality assessment; shall the project appeal be granted, the list of projects for quality assessment is modified accordingly

**The maximum score the application can obtain within the Quality assessment is 100 points. The minimum score the application has to achieve in order to be taken into consideration for possible financing is 70 points (at least 60% from each of the parts of the quality assessment, i.e. at least 36 points from the strategic assessment and at least 24 points from the operational assessment). Additionally the minimum score for the quality assessment – 1. Strategic assessment criteria – p. 2. “Cross-border cooperation potential and partnership” for a project in order to pass these criteria is 12 points (out of 24). The project assessed with less than 12 points for CBC criterion will not be recommended for funding.

*** An additional third assessment of the project shall be carried out whenever: the total scores given by the initial two assessors diverge by more than 20 points and/or only 1 of the total initial scores is above the threshold for overall admissibility of the proposals

**** non-obligatory, does not withhold the decision on financing of other projects, shall the project appeal be granted, the MC may take the decision on this project’s financing again