

## Selection criteria and selection procedure

*Formal compliance criteria and eligibility criteria shall be assessed by the Programme Operator. The Programme Operator shall reject Grant Applications not meeting formal or eligibility criteria. Applicants are informed about their right to contest the rejection within 5 working days since the rejection. This rejection does not prevent the re-submission of the Grant Application. Each Grant Application meeting the formal compliance criteria and eligibility criteria is circulated to the relevant Cooperation Committee representatives. The nominated representatives of the Programme Operator and the Donor Programme Partner – Norwegian Directorate for Cultural Heritage – score the Grant Application and decide either to recommend or not to recommend the Grant Application for funding. The nominated representatives of the Programme Operator and the Donor Programme Partner shall individually inform the Programme Operator about their decision on each Grant Application within 10 working days. Within this period, the Norwegian Embassy in Slovakia and other members of the Cooperation Committee for the Programme Culture can provide the Programme Operator and the Donor Programme Partner with their comments on the application. The application shall be approved, if the Programme Operator and the Donor Programme Partner recommend the Grant application for funding. Final decision shall be issued by the Programme Operator.*

### 1. FORMAL COMPLIANCE CRITERIA

No.	Control question	Yes	No	N/A	Comments
1.	Was the Grant Application delivered by the deadline, using the standard template and method of delivery?				
2.	Was the Grant Application delivered at least 8 weeks before the planned start of the bilateral initiative?				
3.	Is the mandatory attachment attached to the Grant Application?				
4.	Has the applicant submitted the missing information / rectified identified shortcomings within the set deadline? <sup>1</sup>				

### 2. ELIGIBILITY CRITERIA

No.	Control question	Yes	No	N/A	Comments
1.	Are the applicant and its partner(s) eligible?				
2.	Is the timeframe of the initiative implementation in compliance with the length and period specified in the Call? <sup>2</sup>				

<sup>1</sup> Relevant in case the Programme Operator requested the submission of missing information/rectify shortcomings.

<sup>2</sup> Duration of the initiative is maximum 12 months. The latest date of eligibility is set out in the Call.

3.	Was the maximal limit of the Grant applied for observed?				
4.	In case physical activities and outputs cannot be implemented, does the application describe the mitigation plan (virtual fall-back option)?				

### 3. CONTENT RELATED CRITERIA

No.	Criterion	Description	Range	Score	Comments
1.	Relevance of the initiative	<i>Evaluate mainly the application`s contribution to strengthening bilateral relations, enhancing cooperation and improving mutual knowledge and understanding between Slovakia and Donor states within the area of cultural heritage management.</i>	0 – 1		
2.	Contribution to the focus of the Call	<i>Evaluate mainly the complexity, longer-term context and eligibility of planned activities within the initiative.</i>	0 – 1		
3.	Relevance of the partnership	<i>Evaluate mainly the balance in the partnership and the active involvement of the partners in planning of the initiative and its implementation.</i>	0 – 1		
4.	Relevance of the stakeholders	<i>Evaluate mainly the ability, competence and relevance of the stakeholders to implement the initiative.</i>	0 – 1		
5.	Quality of the application	<i>Evaluate mainly whether the application is clear and concise, incl. the relevance of the measurable indicators.</i>	0 – 1		
6.	Feasibility	<i>Evaluate mainly time concerns, capacity concerns and other risks that may hamper the achievement of the objectives of the initiative.</i>	0 – 1		
7.	Sustainability	<i>Evaluate mainly whether the initiative may continue, be repeated or may provide other benefits after the funding period is over.</i>	0 – 1		
8.	Budget efficiency	<i>Evaluate mainly the Value For Money of the initiative and effectiveness and efficiency of the planned costs.</i>	0 – 1		
	<b>Total score</b>				
	<b>Decision</b>			FOR / AGAINST	
	<b>Substantive comments</b>				

*The assessor can award the criterion with points in range from 0 (no) to 1 (yes), while it is acceptable to award 0.5 points. In case the score is lower than 1, the assessor is obliged to justify their decision in the field “Comments”.*

*The assessors may make comments in order to improve the quality of the Grant Application. Comments shall be entitled as “substantive” or “minor”. In case substantive comments are received, the Grant Application needs to be modified within a period set by the Programme Operator and be circulated again.*

*In case the Grant Application received 4 or less points, it is considered unacceptable and shall not be modified in order to be approved, i.e. it is rejected.*