

# EVALUATION CHECK LISTS

## EXCELLENCE

### 1. Clarity and pertinence of the objectives

- a. Check if objectives are clear, measurable, realistic and achievable within the duration of the project (SMART).
- b. Check if objectives are consistent with the expected exploitation and impact of the project

Comments.....

### 2. Soundness of the concept, and credibility of the proposed methodology

- a. Check description of the overall concept underpinning the project is it clear and convincing
- b. Is positioning of the project from 'idea to application' or from 'lab to market' clear?
- c. Is national and international research linked with the project convincingly described?
- d. What is the quality of overall approach and methodology and type of activities (research, demonstration, piloting, market replication, etc.) is clearly described?

Comments.....

### 3. Extent that the proposed work is beyond the state of the art, and demonstrates innovation potential (e.g. ground-breaking objectives, novel concepts and approaches, new products, services or business and organisational models)

- a. Is „State-of-the-art” demonstrated: research advances, related EU project results, etc. ?
- b. Is advance beyond „state-of-the-art” demonstrated: problems to be addressed, ground breaking objectives, novel concepts, issues ?
- c. Is Innovation potential demonstrated: new products, services or business and organisational models to be developed demonstrated? Are products and services available on the market and patent search demonstrated?

Comments.....

4. Appropriate consideration of interdisciplinary considerations, where relevant, use of stakeholder knowledge

- a. Are interdisciplinary approaches adequate for the objective?
- b. Assess public engagement if it is explicitly indicated in the topic description, or if the work would benefit from such activities,
- c. Check gender dimension if it is explicitly integrated into a topic,
- d. If gender dimension is not explicitly integrated into a topic and applicants decided to address it deal with the proposed gender issues as you will with other relevant aspects of the proposal.

Comments.....

# EVALUATION CHECK LIST

## IMPACT

1. Please assess the extent to which the outputs of the project would contribute to each of the expected impacts mentioned in the work programme under the relevant topic

*Project results/outputs should contribute to all impacts mentioned in under relevant topic description*

Comments.....

2. Are there any substantial impacts presented not mentioned in the work programme, that would enhance innovation capacity, creating new market opportunities, and strengthen competitiveness and growth of companies, address issues related to climate change or the environment, or bring other important benefits for society ?

Comments.....

3. Assess the quality of the proposed measures to Exploit and Disseminate the project results (including management of IPR), and to manage research data where relevant

- a. Is there draft plan for the dissemination and exploitation of project results presented?
- b. Are Dissemination and Exploitation measures addressing the full range of potential users and uses including research, commercial, investment, social, environmental, policy making, setting standards, skills and educational training?
- c. Is it demonstrated how proposed measures will help to achieve the expected impact?
- d. Is there credible path for delivering innovation to the market and business plan demonstrated, where relevant?
- e. Is there outline of the for knowledge management and protection (including measures to provide open access to peer-reviewed scientific publication) demonstrated?

Comments.....

**4. Assess the quality of the proposed measures to Communicate the project activities to different target audiences**

- a. Are there convincing measures proposed for promoting the project and its findings during the period of the grant?**

**Comments.....**

# EVA EVALUATION CHECK LIST

## IMPLEMENTATION

1. Quality and effectiveness of the work plan, including extent to which the resources assigned to work packages are in line with their objectives and deliverables

- a. Can you find in the proposal: description of the overall work plan and each workpackage, timing, resources allocated, list of milestones, list of deliverables, Gantt Chart, etc.

Comments.....

2. Appropriateness of the management structures and procedures, including risk and innovation management

- a. Assess quality and relevance of management structure, responsibilities, decision making mechanisms, communication channels
- b. Assess innovation management (market and technical problems related to successful implementation of project results)
- c. Are risks related to project implementation and mitigation measures adequately identified?

Comments.....

3. Complementarity of the participants and extent to which the consortium as a whole brings together the necessary expertise

- Is composition of consortium adequate from the perspective of project objectives?
- Assess complementarity of expertise enabling to reach timely project results
- Assess industrial involvement to ensure exploitation of the results (if needed)
- Assess the international cooperation, involvement of international partners and if their role is essential to carrying out the project

Comments.....

**4. Appropriateness of the allocation of tasks, ensuring that all participants have a valid role and adequate resources in the project to fulfil that role**

- a. Assess the allocation of tasks and resources between partners and if consortium is balanced
- b. Assess operational capacity of partners

**Comments.....**

## EVALUATION CHECK LIST

# RELEVANCE & OPERATIONAL CAPACITY

5. Is the work described in the proposal addresses the specific challenge and falls within the specific scope described in WP? partly  fully

COMMENTS.....

*If partly score in Excellence criterion should be limited in proportion to the degree of the proposal relevance*

6. Are there any cross-cutting issues mentioned in WP which should be assessed? yes  no

Please name cross cutting issues you will assess: .....

7. Are they correctly addressed: yes  no

Comments.....

8. Is proposal complete and coherent i.e contains all elements mentioned in the proposal template? yes  no

Comments.....

9. Check whether each applicant has the necessary basic operational capacity to carry out their activity(ies) based on the information provided in Part 4 yes  no

Comments.....