**Evaluation Criteria of Project Applications for Activity 1.1.1.3 of the SO**

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| Title of the operational programme | Growth and Employment |
| Title and number of the priority axis  | 1. Research, technology development and innovation |
| Title and number of the specific objective (SO)  | 1.1.1. To increase the research and innovative capacity of scientific institutions of Latvia and the ability to attract external financing, investing in human resources and infrastructureActivity 1.1.1.3 “Innovation grants for students”, second selection round |
| Selection type of project applications | Open selection of project applications |
| Responsible institution | Ministry of Education and Science |
| **1. COMMON CRITERIA** | **Evaluation system** | **Impact of the criterion on decision-making****(R[[1]](#footnote-2); A[[2]](#footnote-3))** |
| **Yes or No** |
| 1.1. | The project applicant and project cooperation partners meets the requirements of the Cabinet of Ministers (CM) regulations set for project applicant and project cooperation partners for the implementation of the specific objective (SO) activity[[3]](#footnote-4). |  | N |
| 1.2. | The project applicant has sufficient administrative, implementation and financial capacities to implement the project.  |  | A |
| 1.3. | The project applicant and project cooperation partner have no tax debts in the Republic of Latvia, including mandatory social security contribution debts exceeding for each separately a total of EUR 150. |  | A |
| 1.4. | The project application has been submitted to the Cohesion Policy funds management information system for 2014–2020.  |  | N |
| 1.5.  | The project application form shall be fully completed in Latvian and shall comply with the provisions of the Cabinet Regulation regarding the implementation of the Specific Objective (SO), all project documents specified in the By-law of project application selection shall be enclosed with the project application and they shall be drawn up in Latvian or accompanied by a certified translation into Latvian.  |  | A |
| 1.6. | The financial calculation of the project application shall be arithmetically accurate, the financial data shall be indicated in *euro* currency and comply with the requirements of the Cabinet Regulation on the implementation of the SO activity and the project application form provided for in Annex 1 to Cabinet Regulation No. 784 of 16 December 2014 *Procedures by Which the Institutions Involved in the Management of the European Union Structural Funds and the Cohesion Fund Ensure the Preparation of Planning Documents and Implementation of These Funds during the 2014-2020 Programming Period.* The amount of European Regional Development Fund (hereinafter - ERDF) funding envisaged within the project application corresponds to the amount of ERDF funding for the project specified in the Cabinet Regulation on the implementation of the SO.  |  | A |
| 1.7. | The ERDF aid intensity indicated in the project application does not exceed the maximum ERDF aid intensity set by the CM regulations on the implementation of the SO activity. |  | A |
| 1.8. | The total eligible costs and cost items included in the project application comply with the provisions of the Cabinet of Ministers regulations on the implementation of the SO activity , incl. do not exceed the set per cost item amounts, and: | - | - |
| 1.8.1. are related to project implementation; |  | A |
| 1.8.2. are necessary for the implementation of the project (implementation of the project activities, meeting the needs of the target group, addressing the problem defined); |  | A |
| 1.8.3. ensure the achievement of the project objective and indicators. |  | A |
| 1.9. | The project implementation deadline correspond to the project implementation period set by the CM regulations on the implementation of the SO activity.  |  | A |
| 1.10. | The planned publicity and information dissemination measures included in the project application comply with the provisions of Cabinet Regulation No. 87 of 17 February 2015 *Procedures by Which Compliance with Communication and Visual Identity Requirements in the Implementation of the European Union Structural Funds and the Cohesion Fund in the 2014–2020 Planning Period shall be Ensured* and *Regulation (EU) No. 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down the general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No. 1083/2006.* |  | A |
| 1.11. | The project application defines the planned activities of the project cooperation partner within the project and they comply with the supported activities specified in the Cabinet Regulation on the implementation of the SO activity. |  | A |
| 1.12. | The project application identifies, describes and assesses project risks, evaluates their impact and likelihood, and defines mitigation measures |  | A |
| 1.13. | The objective of the project complies with the objective provided for by the Cabinet Regulation on the implementation of the SO activity, the monitoring indicators are precisely defined, justified and measurable, and they contribute to the achievement of the indicators specified in the Cabinet Regulation on the implementation of the SO activity. |  |  |
| 1.14. | Planned activities of the project and expected results in the project application: |  |  |
| 1.14.1. Comply with the provisions of the Cabinet Regulation regarding the implementation of the SO measure and provide for a link with the relevant supported activities; |  | A |
| 1.14.2. Are well defined and justified and address the issues defined within the project. |  | A |
| **2. SPECIFIC ELIGIBILITY CRITERIA** | **Evaluation system** | **Impact of the criterion on decision-making****(R; A)** |
| **Yes or No** |
| 2.1. | The project application defines the problem to be solved and substantiates the needs of the selected target group, the planned activities provide for the resolution of the defined problem and satisfy the needs of the target group |  | A |
| 2.2. | The project applicant has established or plans to establish an *Innovation Fund* for financing the *Student Innovation Programme*. |  | A |
| 2.3. | The project application is accompanied by a *Student Innovation Programme* developed by the applicant, for the implementation of which aid has been envisaged within the project and which meets the requirements of the CM regulations on the implementation of the SO activity. |  | A |
| 2.4. | **The *Student Innovation Programme* developed by the project applicant meets at least the following requirements:**  | - | - |
| 2.4.1. includes a *general description of activities to be implemented* within the programme (incl. their implementation procedure and conditions, general arrangements for the selection and evaluation of students’ innovation proposals, the results to be achieved within each activity and their evaluation arrangements), their monitoring and funding arrangements, as well as a *detailed action plan for the first year of the programme implementation*, including information about the involvement of specific cooperation partners, their roles and responsibilities, a detailed description of activities and instruments and implementation timetable, the indicative extent of the target group engagement (notably in the fields of STEM, medicine and creative industries). |  | A |
| 2.4.2. envisages that students’ innovation proposals are selected by an expert commission composed of experts with appropriate scientific and business competences and experience, incl. founding members of start-ups and other merchants, sector or technology experts; |  | A |
| 2.4.3. envisages dissemination and transfer activities of outputs of students’ proposals, including public evaluation of the results of students’ innovation proposals, where students present those results independently (exhibitions, shows, competitions, public presentations etc.), and ensures public availability of the results (insofar as commercial interests are not involved, if applicable); |  | A |
| 2.4.4. includes an explanation on issues of management and application of intellectual property rights in the implementation of students’ innovation proposals; |  | A |
| 2.4.5. includes justified incentives for academic staff to support the implementation of students’ innovation projects; |  | A |
| 2.4.6. envisages attraction of appropriate qualified mentors and students’ work supervisors (experienced merchants and high-level professionals, senior students, doctoral and post-doctoral students, start-up entrepreneurs etc.) to support students’ innovation proposals; |  | A |
| 2.4.7. is complementary to other activities of the higher education institution for developing students’ business skills; |  | A |
| 2.4.8. has been developed based on the analysis of at least 5 successful examples of students’ innovation programmes by foreign and Latvian Higher education institutions, clearly demonstrating the implementation conditions and lessons learned or conclusions drawn that have been taken into account. |  | A |
| 2.5. | Private co-funding of the project constitutes at least 15 per cent of its total eligible financing. |  | A |
| 2.6.  | The eligible activities planned within the project have demonstrated *synergies and complementarity* with other support programmes fostering development of education, innovation and entrepreneurship; |  |  |
| 2.7. | The project application describes the infrastructure required for the implementation of students’ innovation proposals and demonstrates justification of its availability, as well as possibilities to use the infrastructure owned by the project cooperation partner in compliance with the acknowledgment of cooperation partnership or cooperation agreement signed. |  | A |
| 2.8. | **The indicative number of students and student teams planned to be supported by the *Student Innovation Programme* is justified and realistically achievable, taking account of:** |  | - |
| 2.8.1. the total number of students at the relevant higher education institution (and in partner university or partner college, if applicable); |  | A |
| 2.8.2. the extent of the higher education institution’s current cooperation (incl. examples of successful cooperation) with merchants to support students’ innovation proposals;  |  | A |
| 2.8.3. the practice of foreign and Latvian innovation programme examples analysed regarding the extent of participants’ engagement in similar activities;  |  | A |
| 2.8.4. availability of students’ work supervisors, mentors and infrastructure, and other factors. |  | A |
| 2.9. | **The *Student Innovation Programme* has been developed in strategic partnership with stakeholders involved:** |  |  |
| 2.9.1. Developed in partnership with scientific institutions involved in ensuring the development of masters’ and doctoral academic or qualifications works in the relevant field of science of the respective higher education institution; |  | A |
| 2.9.2. Developed in partnership with a student organisation (student self-governance body, student parliament etc.) of the higher education institution concerned; |  | A |
| 2.9.3. Developed in partnership with business accelerators, business incubators, associations, foundations or other organisations having business development competences.  |  | A |
| 2.9.4. Developed in partnership with leading industry associations corresponding to the activity profile of the higher education institution (an association established in Latvia which (1) represents performers of economic activity in an industry employing students and graduates of the relevant higher education institution; (2) unites performers of economic activity of an industry with the total annual turnover for the last completed reference year of at least EUR 150 000 000; (3) before the submission of the project application to the cooperation authority, has been registered with the Register of Associations and Foundations of the Enterprise Register for at least 5 full years).In the case of health, culture and art sector, the project a conclusion from the industry association referred to in the criterion, or a conclusion from the relevant professional organization (except the relevant industry trade union) on the coordination of the student innovation programme has to be attached to the project application. |  | A |
| 2.10. | The project applicant ensures transparency of administrative procedures and reduction of administrative burden in the implementation of the student innovation programme. |  | A |
| **3. QUALITY CRITERIA** | **Evaluation system** | **Maximum score: 34.5.****Minimum score: 16** |
| **Score**  |
| 3.1. | **The internal logic and implementation conditions of the Student Innovation Programme ensure the development of innovation and the entrepreneurial mind of students and the activities planned within the framework of the project and the conditions of their implementation ensure the implementation of good and smart management of the Student Innovation Programme at higher education institutions in accordance with international good practices.**  | ***0–5*** (Evaluation unit – 0.5 points) | At least **3** points must be scoredWeight of the criterion: 35% |
| 3.2.  | **The *Student Innovation Programme* is innovative and intends to change or changes the behaviour of students and academic and administrative staff of the higher education institution, with the aim of promoting the achievement of the higher education institution and individual students, addressing major problems and development issues of society and industry, and satisfaction of the stakeholders involved in the study process:** | ***0–5***(Evaluation unit – 0.5 points) | At least **3** points must be scoredWeight of the criterion: 30% |
|  | 3.2.1. The project will have a significant impact on the capacities of participating organisations (concretely — higher education institutions), especially on their development and modernization in order to promote innovation competences of students and also to make them available to society as a whole and to the labour market at local, regional, national and international levels, and to support their local and international cooperation capacities. 3.2.2. Modern methods and techniques and a student-focussed approach for advancement of basic and transversal competences have been taken into account in the development of the Student Innovation Programme;3.2.3. Motivation measures for students, academic and scientific staff to get involved into innovation projects will be implemented; 3.2.4. Innovative approach of work management for administrative staff will be implemented. |
| 3.3. | **Contribution of the project to the achievement of sector indicators:** | 0–14.5 | At least **4** points must be scoredWeight of the criterion: 15% |
| **3.3.1.** The Student Innovation Programme is implemented in partnership with project cooperation partners (points are summed up): | 0–2.5  | At least **1** point must be scored |
| 3.3.1.1. No cooperation partners involved in project implementation; | 0 |
| 3.3.1.2. with at least one scientific institution; | 0.5 |
| 3.3.1.3. with at least one higher education institution (incl. college); | 0.5 |
| 3.3.1.4. with at least one association or foundation; | 0.5 |
| 3.3.1.5. with at least one merchants=, which has expenditure on research and development at least 2 per cent of the merchant’s net turnover for the respective year. | 1 |
| **3.3.2.1.** Number of merchants to be cooperated with in the implementation of the Student Innovation Programme:*Applies to higher education institutions without university status, and colleges* | 0 – 3  | At least **1** point must be scored |
| 3.3.2.1.1. < 9 | 0 |
| 3.3.2.1.2. 9–19 | 1 |
| 3.3.2.1.3. 20–34 | 2 |
| 3.3.2.1.4. ≥35 | 3 |
| **3.4.2.2.** Number of merchants to be cooperated with in the implementation of the Student Innovation Programme:*Applies to universities* |  |
| 3.3.2.2.1. < 20  | 0 |
| 3.3.2.2.2. 20–34 | 1 |
| 3.3.2.2.3. 35–49 | 2 |
| 3.3.2.2.4. ≥50 | 3 |
| **3.3.3.** The project envisages attraction of private co-funding (excluding own revenues of the higher education institution[[4]](#footnote-5), which are channelled to project co-funding): | 0–4  | At least **1** point must be scored |
| 3.3.3.1. < EUR 50 000; | 0 |
| 3.3.3.2. EUR 50 000 – EUR 99 999,99; | 1 |
| 3.3.3.3. EUR 100 000 – EUR 199 999,99; | 2 |
| 3.3.3.4. EUR 200 000 – EUR 299 999,99; | 3 |
| 3.3.3.5. > EUR 300 000. | 4 |
| **3.3.4.** Percentage of private co-funding to be attracted within the project in the total eligible costs of the project (including own revenues of the higher education institution channelled to project co-funding): | 0–5  | At least **1** point must be scored |
| 3.3.4.1. < 15 per cent; | 0 |
| 3.3.4.2. 15 per cent ;  | 1 |
| 3.3.4.3. 16 per cent – 19 per cent; | 2 |
| 3.3.4.4. 20 per cent – 24 per cent; | 3 |
| 3.3.4.5. 25 per cent – 34 per cent; | 4 |
| 3.3.4.6. > 35 per cent; | 5 |
| 3.4. | **Impact of the project and awareness raising about activities implemented within the project:** | ***0–5***(Evaluation unit – 0.5 points) | At least **3** points must be scoredWeight of the criterion: 10% |
|  | 3.4.1. The project will have an impact outside the participating organisations at a local, regional, national or international level. It envisages appropriate measures to monitor progress and evaluate the expected (short- and long-term) impact.3.4.2. The project envisages a clear and efficient plan for dissemination of results and includes appropriate measures, tools and channels to ensure efficient dissemination of results and outputs among stakeholders, both during and after project implementation;3.4.3. The project includes appropriate measures and resources to ensure sustainability of its results, outputs and benefits after completion of the project. |
| **4. QUALITY CRITERIA FOR HORIZONTAL PRIORITIES** | **Evaluation system****Score** | **Maximum score: 1 point** |
| 4.1. | Horizontal priority “Sustainable development”: | ***0–0.5*** | The criterion gives an additional half pointWeight of the criterion: 5% |
| 4.1.1. No eco-innovation training will be provided within the project (in compliance with laws and regulations on Latvian classification of education: 850 Environmental protection). | 0 |
| 4.1.2. Eco-innovation training will be provided within the project (in compliance with laws and regulations on Latvian classification of education: 850 Environmental protection). | 0.5 |
| 4.2. | Horizontal priority “Equal opportunities”: | ***0–0.5***  |  |
| 4.2.1 No specific activities are planned within the project to promote compliance with the horizontal principle of “Equal opportunities” (gender equality, disability, age and ethnicity). | 0 | The criterion gives an additional half pointWeight of the criterion: 5% |
| 4.2.2. The specific activities planned within the project promote compliance with the horizontal principle of “Equal opportunities” (gender equality, disability, age and ethnicity). | 0.5 |

Notes: The compliance of the project application with quality criteria is assessed against scores defined. Where necessary, the criteria indicate the minimum score for the project application to be approved.

For the assessment of quality criteria 3.1, 3.2 and 3.4, the expert applies the following approach:

0 points — The application fails to address the respective criterion or cannot be assessed due to missing or incomplete information (unless a manifest clerical error has occurred);

1 point — Weak: the criterion is not sufficiently addressed, or there are serious deficiencies in the application;

2 points — Fair: the application broadly addresses the criterion, but there are some significant shortcomings;

3 points — Good: the application addresses the criterion well, but there is still a number of shortcomings;

4 points — Very good: the application addresses the criterion very well, but there is still a small number of shortcomings;

5 points — Excellent: the application successfully meets all the relevant aspects of the criterion; if there are shortcomings, they are minor.

Weight of the criteria:

Criterion 3.1 — 35%

Criterion 3.2 — 30%

Criterion 3.3 — 15%

Criterion 3.4 — 10%

Criterion 4.1 — 5%

Criterion 4.2 — 5%

1. In case of discrepancy of the criterion, the cooperation authority shall decide on rejection of the project application; [↑](#footnote-ref-2)
2. In case of a discrepancy of the criterion, the cooperation authority shall decide on conditional approval of the project application, with consideration of the project selection regulations for the Specific Objective; [↑](#footnote-ref-3)
3. Compliance of the project applicant’s legal status is assessed under the criterion [↑](#footnote-ref-4)
4. Funds at beneficiary’s and project cooperation partner’s disposal from their economic activity, credit resources or other financial resources for which no public support has been received, including funding for which no state or municipal guarantee has been received or state or municipal loans under preferential terms. [↑](#footnote-ref-5)