Annex 4

to the Regulations on selection of project applications

**Methodology of application of criteria for evaluation of project applications**

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| Title of the operational programme | Growth and Employment |
| Title and number of the priority axis | 1. Research, technological development and innovation |
| Title and number of the specific objective | 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 infrastructure |
| Activity of the specific objective | 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 |

*General conditions of application of criteria for evaluation of project applications:*

1. In order to evaluate compliance with the respective evaluation criterion, the assessor should take into account both the information provided in sections of the respective project application form and all the other information available in the project application form (in other sections and annexes of the application form).
2. When evaluating the compliance of project applications with criteria, only the information available in the project application form (in the project application form and annexes) should be taken into account. The evaluation cannot be based on assumptions or other information, which cannot be checked or proved, or which is not applicable to the specific project application. However, if the assessor has access to any information, which can affect the evaluation of the project, specific facts and sources of information should be indicated, which support and prove the information provided by the assessor.
3. When evaluating project applications, attention should be paid that the information provided in the project application form is harmonised in all the sections of the project application form, in which it is mentioned. If the information in sections is not harmonised, a rule should be set that additional explanation needs to be provided with regard to the criterion, to which this mismatch is applicable.
4. The following should be used in the evaluation of project applications:
   1. Cabinet of Ministers Regulations No 41 of 16 January 2018 “Implementing Regulation for Activity 1.1.1.3 “Innovation Grants for Students” of Specific Objective 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 infrastructure” of Operational Programme “Growth and Employment”” (hereinafter referred to as the CM regulations);
   2. Operational Programme “Growth and Employment”;
   3. Regulations for selection of Project Applications of the second round of Activity 1.1.1.3 “Innovation Grants for Students” of specific objective 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 infrastructure” of operational programme “Growth and Employment” (hereinafter referred to as activity 1.1.1.3.), including Evaluation Criteria of Project Applications, Methodology for Completion of the Project Application Form and Methodology of application of criteria for evaluation of project applications (the methodology is provided for reference only).

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| **1. COMMON CRITERIA** | | **Impact of the criterion on decision-making**  **(A/R)** | **Explanation for eligibility determination** |
| 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[[1]](#footnote-2). | N | **The evaluation is “Yes”**, if:   1. the project applicant meets the requirements set for project applicant in the CM regulations. Compliance with this criterion is evaluated by evaluating the applicant’s legal status, taking into account all the available information. Within the framework of the criterion, it is verified whether the project applicant complies with the defined range of beneficiaries. 2. project cooperation partners planned in the project application meet the conditions of involvement of cooperation partners specified in Paragraph 15 of the CM regulations and the cooperation partners defined in Paragraph 16, which can be:    * + - 1. a higher education institution;          2. a scientific institution;          3. a merchant;          4. an association or a foundation;          5. a state or local government institution.   **The evaluation is “No”**, if the project applicant in whole or in part does not meet the requirements set for project applicant in the CM regulations. |
| 1.2. | The project applicant has sufficient administrative, implementation and financial capacities to implement the project. | A | **The evaluation is “Yes”**, if the project application sufficiently characterises and justifies the administration, implementation and financial (administrative) capacity necessary for the implementation of the project.  The project administration capacity is sufficient, if the project application includes information:  1. about necessary **administrative staff** for the project (for example, project manager, assisting project manager, procurement specialist, accountant), their number and main tasks, as well as experience and professional qualifications necessary for the fulfilment of the work;  2. how the project applicant is planning to provide the administrative employees specified in Paragraph 1 of this explanation (selection and recruitment of respective staff, provision of a workplace, provision of payment for work, etc.);  3. about the **management and monitoring system** of the project, including how effective (qualitative, operative) mutual communication and communication with cooperation partners will be ensured, how the analysis of a quantitative and qualitative implementation progress of the project and reporting will be ensured, how conflict situations will be resolved. The project application accurately describes and justifies the organisational structure of management of the project applicant and the cooperation partner, the decision making and the conflict resolution procedure, including specifies, who takes decisions in certain matters, for example, in process management, distribution of the flow of funding, etc. to ensure the implementation of the actions and the achievement of the objectives set in the project application.  The project application justifies, why this particular organizational structure and mechanism of decision making process comply with the complexity and scope of the project. ;  4. about the material and technical equipment for workplaces which is necessary and available to the administrative staff of the project (computer equipment, software, internet, office equipment, etc.);  5. about the infrastructure necessary and available for the administration of the project (buildings, premises);  6. about the **project cost accounting system**, observing the actions planned in the project, the cooperation partner and the network of experts and costs intended for them, including an explanation should be provided how accounting of material costs and prevention of the risk of double funding will be ensured, observing the principal activity of the higher education institution and current initiatives for the development of students’ innovative capabilities and business skills.  The project implementation capacity is sufficient, if the project application includes information:  1. about necessary **implementation** **staff and experts** of the project (including Student Innovation Programme), number thereof, represented institutions, main tasks, specialisation, experience, skills, know-how and management support that is required and appropriate for reaching the objectives and implementation of the planned activities of the project and Student Innovation Programme.  The project application provides information about the staff involved in the implementation of the project:  - about compliance of the project applicant, cooperation partner and other institutions involved for the implementation of the specific planned activities listed in the project application, and a description of the cooperation partner’s planned involvement and expected effect on the achievement of the aim and results defined in the project application;  - about the project applicant’s and cooperation partner’s (if applicable) staff involved in the implementation of the project (describing professional qualification and competence requirements, experience and fitness for the fulfilment of anticipated duties) and a justification, why it is planned to attract the respective staff to ensure the implementation of the specific actions planned within the scope of the project;  2. about **strategic implementation specialists** of the project (their number, summary of skills and experience, workload and main tasks in the project; if specific specialists are unknown at the time of submission of the project application, then potential candidates can be indicated), who will ensure strategic implementation of the project and the achievement of qualitative changes and the development of strategic partnership and innovation culture within the higher education institution and with external partners – companies, scientific institutions, higher education institutions and other institutions supporting innovations, including in foreign countries.  Job descriptions of the specialists listed in Paragraphs 1 and 2 should be included, which refer to strategic leadership, policy development and implementation, innovation skills and expertise, which are directly related to the implementation of planned project activities and impact assessment expertise;  3. about **strategic implementation specialists** of the project (their number, names, surnames, summary of skills and experience, workload and main tasks in the project; if specific specialists are unknown at the time of submission of the project application, then potential candidates can be indicated), who will ensure strategic implementation of the project and the achievement of qualitative changes and the development of strategic partnership and innovation culture within the higher education institution and with external partners;  - about experts, student work supervisors and mentors (if applicable) (for example, foreign experts; experts from industry professional organisations; technology experts; representatives of employers; representative of self-governance bodies of students, etc.), whom it is planned to involved in the implementation the activities planned within the project. Potential experts for student innovation proposals, work supervisors and mentors (in the respective higher education institution and in external organisations) have been identified, in the annex to the project application they are summarised in the form of a databased (including information about the expert, mentor or student work supervisor: name, surname, area of activity, description of specific competences, knowledge and skills, existence or non-existence of cooperation; the database can be created in an excel or word format or in other format, which can be checked at the project evaluation stage) and the number of experts, mentors and student work supervisors is sufficient for the implementation of the first year of the Student Innovation Programme in correlation with the anticipated number of students, who will get involved in the student innovation programme, as well as anticipated measures for regular extension and updating of the network, including envisaging the involvement of students and post-doctoral researchers. Experts, mentors and student work supervisors are selected according to the evaluation criteria developed by the project applicant.  4. how the project applicant is planning to provide the employees and experts for the implementation of the project specified in Paragraphs 1, 2 and 3 in the necessary amount and quality;  5. about **the project implementation system**, including the division of duties and tasks between the project applicant and cooperation partners, allocation of resources for each project activity, mutual cooperation of personnel implementing the project, on cooperation and effective communication with project cooperation partners and experts, etc. The project implementation system promotes the commitment or motivation of all involved participants to actively participate in accordance with their competencies and tasks provided for by the project. Project application describes how a close, complementary and goal-orientated partnership between the institutions involved in the project is ensured. The planned activities of the project applicant and the project cooperation partner are complementary and their overlap and duplication have been prevented;  6. about the **infrastructure necessary and available** for the implementation of the project (buildings, premises, equipment, intangible assets), about infrastructure available to other institutions, which is planned to be used in the implementation of the project, explaining the approach principles and settlement procedure;  7. about the material and technical equipment for workplaces which is necessary and available to the implementation staff of the project (computer equipment, software, internet, office equipment, etc.);  8. about **management of matters of intellectual property rights** in the project to ensure that the project corresponds to the provisions of implementation of a project not related to economic activity.  The financial capacity of the project applicants, having a status of a derived public person or a derived public person agency and implementing the project within the scope of public administration tasks delegated to it, is certified, providing information that when the project will be implemented, payments will be made from the advance and interim payments received for the implementation of the project, which amount to 100% of the funding from the European Regional Development Fund intended for the project. The financial capacity is deemed to be sufficient, if the project application provides information about the funds available to the university or the college for the implementation of the project and the planned project financing procedure.  The financial capacity of a university established by a private person or a college established by a private person is certified, providing information that when the project will be implemented, payments will be made from the advance and interim payments received for the implementation of the project, which amount to 90% of the funding from the European Regional Development Fund intended for the project. The financial capacity of a university or a college established by a private person is deemed to be sufficient, if the project application provides information about the funds available to the university or the college established by a private person for the implementation of the project and the planned project financing procedure.  The financial capacity of the project of project applicants having a status of a state budgetary institution is sufficient, if section 2.1 of the project application provides that project costs will be financed from department 74 “Redistributable budget in the annual state budget implementation process” in programme 80.00.00 “Undistributed funding for the implementation of projects and activities co-financed by European Union policy tool and other foreign financial support” and funds envisaged in state budgetary long-term liabilities.  The financial capacity of the project is sufficient, if the project application includes information on the available financial resources for the implementation of the project, including the sources of the planned financial resources and, if applicable, the in-kind contributions.  No later than by the date of conclusion of an agreement or a contract regarding the implementation of the project, the project applicant has established an *Innovation Fund* for financing the student innovation programme, and documentation from cooperation partners confirming the provision of the planned private funding, the provision schedule and sources of funding to at least the amount of EUR 50,000 has been submitted.  If the project application does not meet any of these requirements, **the evaluation is “Yes, under condition”**, at the same time setting the corresponding condition to clarify the project application. |
| 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 | The project applicant and cooperation partner, if applicable, shall be checked for compliance with the criterion for each of them separately in the database of taxes (fees) debtors (hereinafter - SRS debtor database), https://www6.vid.gov.lv/ NPAR, administered by the State Revenue Service (hereinafter - SRS), where, the information is updated monthly on the 7th (seventh) and 26th (twenty-sixth) dates.  The evaluation is determined based on the information published in the SRS debtor database on the nearest date **before** the submission of the project application or project application clarifications to the CFCA, for example, if the project application to the CFCA is submitted on 21 April, the information made available on 7 April will be used to make a decision regarding the project applicant.  The date of inspection and the established situation shall be indicated in the project application evaluation form, as well as the evidence of the inspection shall be preserved.  The evaluation is **“Yes”** if:  1) based on the information available in the SRS debtor database at the nearest date **prior to** the submission of the project application or project application clarifications to the CFCA, the project applicant and cooperation partner do not have tax debts, including state social insurance mandatory contribution debts (hereinafter - tax debts) exceeding EUR 150.00 in total;  2) based on the information available in the SRS debtor database, if the project applicant or cooperation partner has tax debts on the nearest day **before the** date of project application submission to the CFCA, but on the nearest date **before the** CFCA decision regarding the approval/conditional approval of the project application, the SRS debtor database does not contain information on the existence of tax debts of the project applicant and cooperation partner totalling more than EUR 150.00, no condition on paying the debt is issued and the criterion is rated as “Yes”.  The evaluation is “**Yes, under condition”,** if:  1. in accordance with the information available in the database of tax debtors administered by the SRS, https://www6.vid.gov.lv/NPAR, published on the nearest date **before** the submission of the project application to the CFCA and before the CFCA decision on the approval/conditional approval of the project application, the project applicant and cooperation partner has tax debts amounting to more than EUR 150 in total.  2. according to the information available in the database of tax debtors administered by the SRS, https://www6.vid.gov.lv/NPAR, published on the nearest date **before** the submission of the project application to the CFCA and before the CFCA decision on the approval/conditional approval of the project application, the project applicant and cooperation partner do not have tax debts, which, exceed EUR 150 in total, but at the same time there is a note that “The SRS cannot provide exact information on the tax payment status, because the taxpayer has failed to submit all declarations that may affect the tax payment situation on the date of inspection”.  If the aforementioned situation is detected, the following condition is set:  1. to perform the payment of all tax debts, ensuring that neither the project applicant nor the cooperation partner has tax debts in the Republic of Latvia that exceed a total of EUR 150.00 on the day of submission of clarifications to the project application.  2. to submit all declarations that had to be submitted by the date of the inspection, by submitting an updated statement on the actual situation on the date of inspection to the **CFCA**.  The evaluation shall be **“No”,** if on the nearest day before the submission of project application clarifications to the CFCA, the project applicant and/or cooperation partner has not paid tax debts and the applicant and/or cooperation partner has tax debts exceeding EUR 150.00 in total.  In order to ensure the comprehensive examination of this criterion, if applicable, the compliance of the project applicant and the cooperation partner with this criterion shall be repeated, if the project application is approved conditionally, regardless of whether the condition is related to compliance with this criterion. The CFCA shall use the SRS debtor database at https://www6.vid.gov.lv/NPAR, to check whether the project applicant and the cooperation partner, if applicable, have no tax debts exceeding EUR 150.00 on the nearest date of publication before the submission of the project application specifications.  If, as a result of the CFCA inspection, a tax debt is identified, the CFCA decides to reject the project application on the grounds that it does not meet this criterion, even in the event where the project application has been assessed as “Yes” for this criterion at the initial evaluation. |
| 1.4. | The project application has been submitted to the Cohesion Policy funds management information system for 2014–2020. | N | **The evaluation is “Yes”**, if the project application has been submitted to the Cohesion Policy funds management information system for 2014-2020 (<https://ep.esfondi.lv>).  **The evaluation is “No”**, if the project application does not meet the requirement specified in the criterion. |
| 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 | **The evaluation is “Yes”**, if the project application meets the following conditions:   1. The project application has been submitted and completed according to the form attached to the project applications selection regulations. 2. the project application is accompanied by all the annexes to be submitted according to the project applications selection regulations: 3. Annex 1 “Project implementation schedule”; 4. Annex 2 “Funding plan”; 5. Annex 3 “Summary of the project budget”; 6. Annex 4 “Acknowledgement on non-existence of double funding”; 7. An acknowledgement of the co-operation partner about its readiness to participate in the implementation of the project, including also information about the contribution of the co-operation partner in the implementation of the project. Check whether the following has been submitted: the confirmation of the cooperation partner regarding participation in the project in the case of its approval, which includes information that the project cooperation partner possesses the necessary infrastructure and/or human resources to be used within the framework of the project and describes the planned use of the infrastructure in detail (access to the use of specific equipment, use of materials, etc.); 8. An acknowledgement document of attracted merchants about their readiness to get involved in the implementation of the project, indicating the planned type and/or scope of contribution; 9. The documentation, certifying sources of the planed private funding in the amount of at least EUR 50,000 (for example, acknowledgement documents from merchants, private persons, and other sourced referred to in Paragraph 41 of the CM regulations); 10. The information justifying the fulfilment of quality criteria, if it is impossible to integrate this in the project application (if applicable);   A Description of the Student Innovation Programme (plan of measures, including description/principles of evaluation of student innovation applications, an initial list of mentors and student work supervisors, and other information according to Annex 6 to the selection regulations). If the project of second selection round envisages to continue the Student Innovation Programme launched in the first selection round of Activity 1.1.1.3 (to develop existing activities and/or start new activities), the supplementary activities shall be described in the description of the Student Innovation Programme. In the case where the ongoing activities that were commenced during the first round will be continued, their added value must be substantiated in the project application based on the project applicant's analysis of the planning and implementation of the activities implemented in the first round project (for instance, the activity of the target audience/motivation to participate in events, competition size for financing the implementation of the application, whether the results obtained were as planned, the effectiveness of cooperation between the involved parties, etc.);   1. An explanation on issues of management and application of intellectual property rights in the implementation of students’ innovation projects; 2. A communication plan to reach the target audience; 3. A document certifying the establishment or existence of an Innovation Fund, or a document evidencing of the process of establishment of an Innovation Fund (an internal regulatory enactment of the higher education institution[[2]](#footnote-3) about the establishment of an Innovation Fund for financing of the Student Innovation Programme and an account statement, a registration certificate of the foundation, a statement about registration in the register of associations and foundations, an application submitted for registration of the association or foundation in the register of associations and foundations, articles of associations or decision about the establishment) (if applicable[[3]](#footnote-4)); 4. Documents supporting the calculation of costs in the project budget (Annex 3 to the project application) (applicable, if it is unclear from the project application, including the information provided in the budget, how these costs have formed); 5. Draft technical specifications for the external service planned to ensure management capacity (applicable, if the project applicant is planning to involve an external service to ensure management and administration of the project) 6. Transactions of the following documents into English:    1. Project application form;    2. Annex 1 “Project implementation schedule”;    3. Annex 2 “Funding plan”;    4. Annex 3 “Summary of the project budget”;    5. An acknowledgement of the co-operation partner about its readiness to participate in the implementation of the project, including also information about the contribution of the co-operation partner in the implementation of the project;    6. An acknowledgement document of attracted merchants about their readiness to get involved in the implementation of the project, indicating the planned type and/or scope of contribution;    7. The information justifying the fulfilment of quality criteria, which is necessary to evaluate the project application, if it is impossible to integrate this in the project application (if applicable);    8. A description of the Student Innovation Programme (plan of measures, including description/principles of evaluation of student innovation applications, an initial list of mentors and student work supervisors, and other information according to Annex 6 to the selection regulations);    9. An explanation on issues of management and application of intellectual property rights in the implementation of students’ innovation applications;    10. A communication plan to reach the target audience; 7. The project application has been fully prepared in Latvian (with the exception of the documents listed in Paragraph 2(o) of this criterion); 8. Versions of the sections of the project application specified in the project selection regulations in Latvian and English versions match and are in harmony, which is confirmed by the project applicant’s written acknowledgement.   The supplementary documents attached to the project application, which have been prepared in the form of an electronic document, contain an electronic signature of the author of the electronic document and a time stamp (for example, a letter prepared by an institution, which is not the project applicant, which the project applicant has received as an electronic document and attached to the project application, should contain an electronic signature of the author of the document and a time stamp).  The criterion is evaluated using the “eParakstītājs” software developed by VAS “Latvijas Valsts radio un televīzijas centrs” or the website <https://www.eparaksts.lv/lv/palidziba/parbaudit-edokumentu/>.  If the project application in whole or in part does not meet any of the set requirements, **the evaluation is “Yes, under condition”**, at the same time setting the following conditions:   1. to submit a project application form, which has been prepared according to the form attached to the project applications selection regulations; 2. to complete the project application form in full; 3. to submit any missing annex; 4. to submit the project application form or annex prepared in Latvian or attached a translation into Latvian, which has been drafted pursuant to the laws and regulations laying down the procedure of certification of transactions of documents into the official language. |
| 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 | **The evaluation is “Yes”**, if in the project application (including in Annexes 2 and 3 to the project application):   1. the financial calculation has been developed in an arithmetically correct way (i.e. there are no mathematical errors); 2. the financial calculation has been made using two decimals after the point; 3. financial data are denominated in euro currency; 4. the financial calculation has been developed according to the requirements of the project application form, including the mutual compliance of the amount of funding in the project application. 5. the financial calculation complies with the requirements of the CM regulations and with the project application form in Annex 1 to Regulations No. 784 of the Cabinet of Ministers of 16 December 2014 “Procedures by which the institutions involved in the management of European Union Structural Funds and the Cohesion Fund shall ensure preparation of programming documents and implementation of such funds in the 2014–2020 programming period”; 6. The amount of ERDF funding indicated in the project application does not exceed the available amount of funding set in Paragraph 29 of the CM regulations – EUR 900,000 per project application.   If the project application in whole or in part does not meet these requirements, **the evaluation is “Yes, under condition”**, at the same time setting the following conditions:   1. to submit a financial calculation, which has been developed in an arithmetically correct way; 2. to submit a financial calculation, which has been made using two decimals after the point; 3. to indicate the financial data in euro currency; 4. to submit a financial calculation, which has been developed in accordance with the requirements of the project application. 5. to submit a financial calculation, which complies with the requirements of the CM regulations and with the project application form in Annex 1 to Regulations No. 784 of the Cabinet of Ministers of 16 December 2014 “Procedures by which the institutions involved in the management of European Union Structural Funds and the Cohesion Fund shall ensure preparation of programming documents and implementation of such funds in the 2014–2020 programming period”. 6. to specify the amount of ERDF funding indicated in the project application so that it does not exceed the amount of available funding specified in Section 29 of the Cabinet Regulation - EUR 900,000 per one project application. |
| 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 | **The evaluation is “Yes”**, if the ERDF aid intensity indicated in the project application does not exceed 85 per cent of the total eligible funding.  If the project application in whole or in part does not meet the said requirement, **the evaluation is “Yes, under condition”**, at the same time setting the condition to clarify the project application envisaging that the ERDF aid intensity does not exceed 85 per cent of the total eligible funding*.* |
| 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: | - | **The evaluation is “Yes”**, if:   1. the planned activities indicated in the project application comply with the eligible activities defined in the CM regulations; 2. the costs planned in the project application comply with the eligible costs defined in the CM regulations; 3. the amount of planned costs in the project application do not exceed the cost restrictions set in the CM regulations; 4. each cost item has a corresponding number of units specified and the name of the appropriate unit of measure corresponding to the area and specific of the project applicant; 5. compliance with the requirements set in sub-criteria No.1.8.1, No.1.8.2 and No.1.8.3 is ensured.   If the project application in whole or in part does not meet all of the requirements defined in section of the CM regulations III “Supported Activities and Eligible Costs” and IV “Project Implementation and Financing Conditions”, **the evaluation is “Yes, under condition”**, at the same time setting the corresponding conditions to clarify the project application. |
|  | 1.8.1. are related to project implementation; | A | **The evaluation is “Yes”**, if the activities planned in the project application arise directly from the planned activities (i.e. the specific project activity cannot be implemented without them), those are characterised by the description of project activities with regard to the involvement of the target group in the project and also the activities of the project implementation and management staff, which are necessary to ensure the implementation of the project. The costs of the project have not been generated before the applicant has submitted the project application regarding the funding of activity 1.1.1.3 in compliance with Paragraph 6, Article 65 of Regulation (EU) No. 1303/2013 of 17 December, 2013, of the European Parliament and of the Council, laying down the 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, 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;  If the project application in whole or in part does not meet all of the requirements defined in section of the CM regulations III “Supported Activities and Eligible Costs” and IV “Project Implementation and Financing Conditions”, **the evaluation is “Yes, under condition”**, at the same time setting the corresponding conditions to clarify the project application. |
|  | 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 | **The evaluation is “Yes”**, if the cost items included in the project application are necessary for the implementation of the project and their need is justified by the needs of the target group, project activities and results to be achieved within them, monitoring indicators to be achieved within the project, project implementation capacity, time planning of the project, publicity;  If the project application in whole or in part does not meet all of the requirements defined in section of the CM regulations III “Supported Activities and Eligible Costs” and IV “Project Implementation and Financing Conditions”, the evaluation is **“Yes, under condition”**, at the same time setting the corresponding conditions to clarify the project application. |
| . | 1.8.3. ensure the achievement of the project objective and indicators. | A | **The evaluation is “Yes”**, if the costs planned in the project application ensure the achievement of the set objective, results and indicators (i.e., without them it is impossible to achieve the objective, result and set indicators of the project).  If the project application in whole or in part does not meet all of the requirements defined in section of the CM regulations III “Supported Activities and Eligible Costs” and IV “Project Implementation and Financing Conditions”, **the evaluation is “Yes, under condition”**, at the same time setting the corresponding conditions to clarify the project application. |
| 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 | **The evaluation is “Yes”**, if according to the information provided in annex 1:   1. the project implementation deadline does not exceed the project implementation period set in Paragraph 39 of the CM regulations, i.e. it is implemented for up to three years from the day of conclusion of the project implementation contract or agreement, but no longer than until 30 November 2023; 2. the funding planned in Annexes 2 and 3 of the project application matches provisions of Annex 1 both by breakdown of finances by years and by planning of cost items.   **The evaluation is “Yes, under condition”**, if the information provided in the project application does not correspond to the project implementation period defined in Paragraph 39 of the CM regulations at the same time setting the condition to accordingly clarify the duration of implementation of the project, planning of activities by quarters or planning of funding by years or cost items, to ensure harmonised information in related sections of the project application. |
| 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 | **The evaluation is “Yes”**, if the information and publicity measures indicated in the project application correspond to provisions of 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 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 (Article 115 and Annex XII), and Cabinet of Ministers Regulations No.87 of 17 February 2015 “Procedure of ensuring observation of communication and visual identity requirements in 2014-2020 programming period in the implementation of European Union Structural Funds and the Cohesion Fund”, i.e.:   1. the target group of the project, which participates in the implementation of the project, is informed that the activity is co-financed from the ERDF; 2. it is envisaged to place at least one poster with information about the project (minimum size A3), including the financial support from the ERDF, at a location visible to the public, during the entire project implementation period; 3. it is envisaged to publish on the beneficiary’s website a description of the implementation of the project, including its objectives and results, highlighting the financial support received from the ERDF. It is envisaged to update information on the beneficiary’s website about the implementation of the project at least once in three months; 4. these information and publicity measures have a description of the measure (i.e. what this measure includes, who will implement it, how frequently), the implementation period (for example, during the entire project implementation period, specified quarters of the year), as well as the number the measures.   If the project application in whole or in part does not meet the requirements set in these laws and regulations, **the evaluation is “Yes, under condition”**, at the same time setting the condition to clarify the type, description or the period of implementation of publicity and information dissemination measures. |
| 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 | **The evaluation is “Yes”** if the project application (Section 1.5 “Project Activities and results to be achieved” of PAF) correctly reflects the activities of the project cooperation partners scheduled within the project, which correspond to the supported activities specified in Section 28 of the Cabinet Regulation. Information shall be checked as to whether the project application provides information substantiating that, as a result of the investments of the project cooperation partner, the beneficiary cannot develop a legal relationship with the project cooperation partner that would result in this transaction complying with the public procurement contract or the Law On the Procurement of Public Service Providers, or that the transaction must be subject to regulatory enactments regarding the procurement procedure and the procedures for the application thereof to projects financed by the contracting authority. It is necessary to check not only compliance with Sections 15 and 16 of the Cabinet Regulation, but also about the infrastructure available to the project partner.  If the project application does not comply with the above requirements, the **evaluation is “Yes, under condition”**, setting an appropriate condition to supplement or specify the planned activities of the project cooperation partners within the project, or compliance thereof with the supported activities specified in Section 28 of the Cabinet Regulation. |
| 1.12. | The project application identifies, describes and assesses project risks, evaluates their impact and likelihood, and defines mitigation measures | A | **The evaluation is “Yes”**, if the project application contains a qualitative assessment of all the risks specified in section 2.4 (and in other sections, if applicable) of the project application, including management and implementation staff risks (including insufficiency of human resources (for example, work supervisors, mentors, technology experts), lack of professionalism, cooperation problems with institutions involved and their experts); financial risks (including problems of ensuring private co-funding in the Innovation Fund, inadequately planned financial flow, accounting/posting risk, possible cost increase risk), legal risks (including breach of contractual obligations, inadequate conduct of procurement procedures, unclarity in the application of intellectual property rights), risks of achievement and administration of results and monitoring indicators (insufficient or inadequate monitoring of quality of project implementation activities, unclarities in the cooperation procedure with companies about their role and contribution to the implementation of the project, or dissatisfaction of companies with qualitative and quantitative results of implementation of the project or cooperation procedure), the impact (high, medium, low) and probability (high, medium, low) of each risk is set out, persons responsible for mitigation of risks are specified, and also a substantiated plan of measures to be implemented to avoid these risks has been developed, i.e. activities for the prevention of all the above-mentioned risks prevention activities are described and the plan of measures is justified.  Definition: The main task of risk management is to identify and assess the risks of the project implementation in the project field, to describe the risk assessment and control procedures, which in turn make it possible to draw up proposals for risk prevention activities.  Risk management process consists of four main stages:  1) Risk identification;  2) Risk evaluation (assessment);  3) Determination of risk management measures;  4) Risk control.  If the project application in whole or in part does not meet all of these requirements, **the evaluation is “Yes, under condition”**, at the same time setting the corresponding condition. |
| 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. | A | **The evaluation is “Yes”** if:   1. the information specified in the project application about the project objective and activities planned in the project evidences that it corresponds to the objective of activity 1.1.1.3 specified in Paragraph 3 of the CM regulations – to foster the development of students’ innovative capabilities and entrepreneurial mind of students, incl. business skills, resolving problems important for the society or a part thereof, strengthening cooperation of higher education institutions and students with merchants and attract private funding for the implementation of the Student Innovation Programme at the level of the higher education institution. The objective should be in harmony with the results of the Student Innovation Programme to be achieved, their anticipated use and the impact of the Student Innovation Programme at the scale of the institutions, regional and/or national scale. The activities scheduled in the project must be based on a real and proper/substantiated analysis of needs. The objective and the achievable results must be clearly defined, realistic and focused on issues that are relevant to the project applicant institution, cooperation and target groups. 2. The description of the activities of the student innovation programme to be implemented within the framework of the project ensures that the activities to be performed and their implementation sequence are clearly defined (corresponds to the objective of the activity, clearly and logically reflects the project implementation procedure and the sequence of scheduled activities is clear), harmonised with the time schedule of project implementation and ensures the achievement of the planned results, as well as there is a justified (clearly arising from the project activity) possibility of the implementation of project activities by the end date of project implementation. 3. the information specified in the project application about the objective of the project, planned project activities and the results to be achieved by them evidence that it contributes to the achievement of the Latvian Smart Specialisation Strategy objectives and implementation of growth priorities, including makes a contribution to ensuring growth of locally rooted and also global human capital. The project application should describe and justify how the activities and the results to be achieved specifically planned within the project will make a contribution to the resolution of the problem/-s defined in RIS3 growth priorities. An explanation of the contribution of the project to the implementation of RIS3 growth priorities should be provided. RIS3 priorities and their explanations are summarised in Annex 1 to this methodology. 4. the project application includes clearly formulated (according to the requirements of the project application form) and measurable project monitoring indicators. They are directed towards the achievement of the observing defined in CM regulations of activity 1.1.1.3. 5. the implementation of the project contributes to the achievement of the indicators referred to in Section 7 of the Cabinet Regulation, in compliance with the conditions specified in Section 44 of the Cabinet Regulation. The Beneficiary shall ensure that for each EUR 32,203 within the framework of a public funding project, no less than one merchant is involved, who contributes to the project in at least one of the following ways:    * by allocating funding for the implementation of the Student Innovation Programme;    * by delegating the specialists of the merchant as mentors, student work supervisors, experts for the selection of student innovation applications and evaluation of results or as lecturers of educational activities implemented within the framework of the Student Innovation Programme;    * by providing access to the infrastructure of the merchant to enable the students to implement student innovation applications.   The following achievable results can be envisaged within a Student Innovation Programme:   1. Number of students and doctoral candidates, whose innovation and business skills have been improved; 2. Number of created innovations, including new developed products, processes, services, developed technological, organisational or marketing innovations, created prototypes or new or significantly improved methods; 3. Number of established start-ups by students after participation in the Student Innovation Programme; 4. The number of students, who get involved in a programs of business incubator, business accelerator, “Development Financial Institution Altum” and other early stage venture capital programmes as a result of implementation of the Student Innovation Programme; 5. Other results according to the specifics of the training and innovation projects.   If the project application does not comply with the above requirement fully or partially, the **evaluation is “Yes, under condition”**, at the same time setting the condition to specify the project objective, planned activities and achievable results indicated in the project application. |
| 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 | **The evaluation is “Yes”,** if the project activities specified in Section 1.5 of the project application comply with the activities specified in the Cabinet Regulation on the implementation of the SO activity and the supported activities specified in the Cabinet Regulation:   1. Project implementation:    1. Implementation of the student innovation programme, which may include activities such as innovation contests and competitions, innovation workshops, where student innovation applications are implemented, summer schools, specialised education and training conferences, and other activities to develop the innovation capacity and entrepreneurial mind of students;    2. Evaluation, selection, performance monitoring of student innovation applications and assessment of results;    3. Communication and publicity activities regarding the implementation of the Student Innovation Programme and its results; 2. Project management; 3. Information and publicity activities regarding the implementation of the project.   If the project application does not comply with all of the above requirements, the evaluation is “**Yes, under condition”,** while setting the condition to specify Section 1.5 of the project application, ensuring compliance of the project activities and their descriptions with the supported activities specified in the Cabinet Regulations. |
|  | 1.14.2. Are well defined and justified and address the issues defined within the project. | A | **The evaluation is “Yes”,** if Section 1.5 of the project application:   1. precisely defines project activities, i.e. the names of the activities can be used to judge their content, the planned duration of the activities is reasonable and appropriate; 2. contains justified project activities, i.e. they directly affect the achievement of the project objective, results and indicators. Absence of any of the activities does not allow the objective, results and indicators of the project to be achieved. The description of each activity substantiates its necessity and describes the planned action within it; 3. contains project activities that are aimed at solving the problems described in Section 1.3 of the project application.   If the project application does not meet all of the above requirements, the evaluation is **“Yes, under condition”,** while setting the condition to specify the project activities or description thereof to ensure that they directly contribute to the achievement of the project objective, results or indicators and are focused on the solving of problems described in Section 1.3 of the project application. |
| **2. SPECIFIC ELIGIBILITY CRITERIA** | | **Impact of the criterion on decision-making**  (A) | **Explanation for eligibility determination** |
|
| 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 | **The evaluation is “Yes”**, if   1. the project application defines the problem to be addressed and justifies the needs of the target group selected. To take into account that the target group of the project may also include students of general and vocational education institutions, including those, who are involved in the creation and operation of training companies, as well as students from other higher education institutions, including foreign, when these students work together with students of the project applicant’s institution on innovation projects. The information specified in the project application and other sections of the project application intends to address the problem defined and meet the needs of the target group. 2. In order to justify the contribution of the activities planned within the framework of the project in the satisfaction of the needs of the target group, the project application must describe and justify previously available tools/measures and resources for the development of students’ innovation competences and entrepreneurial mind (within the framework of the study process and during extracurricular activities, including within the framework of the Student Innovation Programme of the first round of Activity 1.1.1.3, if applicable) at the relevant higher education institution, what are strengths and weaknesses and what new and additional measures are planned to be implemented to ensure as qualitative as possible development of students’ innovative competences and business skills, giving additional value added to the existing activities in this area – ensuring an increase in the quality and scope of measures, teaching and learning, their suitability for the needs of youths of the target group and industries, extending the existing scale of approbated measures.   *When creating a Student Innovation Programme, the project applicant may integrate different clearly justified innovation and business competence development measures, including, for example, measures such as research and development of ideas, design of solutions, individual practical work and practical work in teams (for example, within the scope of specialised training modules or master classes, within the scope of course projects, within the scope of diploma papers), technical creativity workshops, contests, attraction and commercialisation of resources, which ensure the development of students’ innovative capabilities and entrepreneurial mind.*  *The costs of implementation of a Student Innovation Programme should focus on the provision of direct support to students in the implementation of their practical development projects/ ideas, including covering of cost of scholarships, materials, infrastructure, industry/ technology experts from companies and other external institutions. Costs of other support activities, for example, general innovation, entrepreneurial mind and business understanding creation measures and networking measures should not exceed 10-15%.*  If the project application does not fully or partially comply with the above requirement, the **evaluation is “Yes, under condition”**, while setting the condition to specify the description of the needs of the target group and problems to be solved, as well as planned activities for the resolution of the defined problems and needs of the target group. |
| 2.2. | The project applicant has established or plans to establish an *Innovation Fund* for financing the *Student Innovation Programme*. | A | **The evaluation is “Yes”,** if the project applicant has established or plans to establish an Innovation Fund, which is an internal fund of the project applicant (financial flow is clearly separated from other activities of the beneficiary) or a fund, which is foundation and can be granted a status of a public benefit organisation, which finances measures of the student innovation programme according to the regulations of the said programme, ensuring clear separation of financial flows from other activities of the fund, if any.  The project application should be accompanied by a document certifying the establishment or existence of the fund, or a document evidencing of the process of establishment of an Innovation Fund (for example, an internal regulatory enactment of the higher education institution about the establishment of an Innovation Fund for financing of the Student Innovation Programme and an account statement, a registration certificate of the foundation, a record in the register of associations and foundations, an application submitted for registration of the association or foundation in the register of associations and foundations, articles of associations or decision about the establishment) (if applicable[[4]](#footnote-5)). If the project applicant is not planning to attract donations as private funding or part thereof, there is no need for the establishment of a separate foundation, which can be granted a status of a public benefit organisation. Private funding and public funding are ensured in the innovation fund, separating both types of funding.  The necessary co-funding in the amount of at least 15 per cent from the total eligible costs of the project shall be ensured from following resources:  1. donations or gifts to the Innovation Fund, which are financial resources or property without compensation for certain purposes or without a purpose;  2. other funding to the Innovation Fund, including:  2.1. funding from merchants, associations or foundations (target payment of a legal person);  2.2. beneficiary’s of funding and project co-operation partner’s – state higher education institution’s or state scientific institution’s – funding from their economic activity, credit resources or other financial resources free of any public support, including funding free of any government or local government guarantees, or government or local government loan under preferential conditions (target payment of a legal person);  2.3. funding of private persons (target payment of a natural person);  2.4. investment in kind of the project applicant and the co-operation partner, the value of which can be independently audited and evaluated according to the provisions set out in Paragraph 42 of the CM regulations. The total contribution in kind does not exceed five percent of the total eligible costs of the project.  The private funding listed below forms no less than EUR 50,000 pursuant to Paragraph 41 of CM Regulations No. 41:  (a) donations or gifts to the Innovation Fund, which are financial resources or property without compensation for certain purposes or without a purpose,  (b) funding from merchants, associations or foundations (target payment of a legal person), with the exception of merchants, which are higher education institutions,  (c) funding of private persons (target payment of a natural person),  (d) investment in kind of the project applicant and the cooperation partner, the value of which can be independently audited and evaluated (according to the above-mentioned Sub-paragraph 2.4), if the investment in kind is provided by a merchant, an association, a foundation or a private person.  No later than by the conclusion of the project implementation agreement or contract, the project applicant establishes an *Innovation Fund* for financing the student innovation programme.  If the project application in whole or in part does not meet the said requirement, **the evaluation is “Yes, under condition”**, at the same time setting the condition to update the information about the establishment of an Innovation Fund for financing the student innovation programme. |
| 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 | **The evaluation is “Yes”,** if the project application meets the requirements set in Paragraph 48 of the CM regulations and is accompanied by a Student Innovation Programme developed by the project applicant, for the implementation of which aid has been envisaged within the project, and it meets the requirements of Sub-paragraph 2.10 the CM regulations.  The project applicant shall submit a project, which meets all of these conditions:   1. the activities performed within the scope of the Students innovation programme correspond to the definition provided in Paragraph 2.1 of the CM regulations; 2. if intellectual property results from the implementation of the Student Innovation Programme, then according to the procedure of management and use of project applicant’s intellectual property rights intellectual property alienation contracts (patent alienation or licence contract) shall be concluded with a licensee, and such remuneration is received for all economic advantages transferred to the licensee, which is equivalent to the market price for the intellectual property rights. The remuneration shall be considered equivalent to the market price, if it can be proved with documents in one of the following ways:    1. the amount of the remuneration has been established by means of an open, transparent and non-discriminatory competitive sale procedure;    2. the beneficiary, as seller, can demonstrate that it negotiated the compensation, at arm’s length conditions, in order to obtain the maximum economic benefit at the moment when the contract is concluded; 3. if as a result of implementation of the project revenue is gained from the knowledge and technology transfer obtained within the scope of the project and the project meets provisions of Articles 61(7)(b) and 65(8) of Regulation 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 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 (hereinafter – Regulation No 1303/2013 of the European Parliament and of the Council) the beneficiary carries out a financial analysis in order to determine the amount of funding deficit attributable to funding from public funding; 4. when implementing the project the beneficiary shall ensure separation of the financial flow of implementation of the project from other financial flows of the beneficiary during the implementation of the project and five years after the final payment; 5. when implementing the project, separate accounting of non-economic income and expenses should be ensured, as well as separation of financial flows related to these transactions according to the laws and regulations on the preparation of an annual report.   Within the framework of the second selection round, the project applicant may submit one project application for: 1) the implementation of a new Student Innovation Programme or 2) continuation of the implementation of the Student Innovation Programme commenced during the first selection round (to develop existing activities and/or start new additional activities). If, during the second selection round project, the continuation of the Student Innovation Programme commenced during the first selection round is planned, the project application must describe the additional activities in detail, as well as explain how they will complement the project activities of the first round and how the overlap of the activities and activity costs with the activities and activity costs of the first round project will be prevented. In the event where the ongoing activities that were commenced in the first round are continued, their added value must be substantiated in the project application based on the project applicant's analysis of the planning and implementation of the activities implemented in the first round project (for instance, the activity of the target audience/motivation to participate in events, competition size for the financing of the implementation of the application, whether the results obtained were as planned, the effectiveness of cooperation between the involved parties, etc.).  *To take into account that when creating a Student Innovation Programme, the project applicant may integrate different clearly justified innovation and business competence development measures, including, for example, measures such as research and development of ideas, design of solutions, individual practical work and practical work in teams (for example, within the scope of specialised training modules or master classes, within the scope of course projects, within the scope of diploma papers), technical creativity workshops, contests, attraction and commercialisation of resources, which ensure the development of students’ innovative capabilities and entrepreneurial mind.*  If the project application in whole or in part does not meet these requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to clarify the Student Innovation Programme developed by the project applicant so that it meets the requirements of Sub-paragraph 2.10 of the CM regulations or to clarify that project application ensuring compliance with the requirements set in Paragraph 48 of the CM regulations. |
| 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).  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, founding members of start-ups and other operators, sector or technology experts;  2.4.3. envisages dissemination and transfer activities of outputs of students’ proposals, including public evaluation of the results of students’ 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);  2.4.4. includes an explanation on issues of management and application of intellectual property rights in the implementation of students’ innovation proposals;  2.4.5. includes justified incentives for academic staff to support the implementation of students’ innovation projects;  2.4.6. envisages attraction of appropriate qualified mentors and student work supervisors (experienced merchants and high-level professionals, senior students, doctoral and post-doctoral students, new businesses etc.) to support students’ innovation proposals;  2.4.7. is complementary to other activities of the higher education institution for developing students’ business skills;  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 | **The evaluation is “Yes”**, if the project application is accompanied by a Student Innovation Programme developed by the project applicant, for the implementation of which aid has been envisaged within the project, and it meets the requirements set in the CM regulations. The project application and the enclosed Student Innovation Programme:   1. includes a general description of activities to be implemented within the programme (the plan of the activity specified in paragraph 1.6 i) of this document, which includes study process and extracurricular activities) (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\* industries);   *The costs of implementation of a Student Innovation Programme should focus on the provision of direct support to students in the implementation of their practical development projects/ ideas, including covering of cost of scholarships, materials, infrastructure, industry/ technology experts from companies and other external institutions. Costs of other support activities, for example, general innovation, entrepreneurial mind and business understanding creation measures and networking measures should not exceed 10-15%.*  *If the continuation of the Student Innovation Programme commenced during the first selection round of Activity 1.1.1.3 (to develop existing activities and/or start new activities) is scheduled, the detailed description of supplementary activities and added value thereof shall be provided in the description of the Student Innovation Programme.*  *In the case the implementation of the ongoing activities that were commenced in the first round will be continued, their added value must be substantiated in the project application based on the project applicant's* ***analysis of the planning and implementation of the activities implemented in the first round project*** *(for instance, the activity of the target audience/motivation to participate in events, competition size for the financing of the implementation of the application, whether the results obtained were as planned, the effectiveness of cooperation between the involved parties, etc.).*   1. envisages that the selection and evaluation of students’ innovation proposals (in those measures for the development of students’ innovative capabilities and business competences, where the selection of innovative ideas of students is envisaged) is ensured by the expert commission, which includes Latvian or foreign experts with relevant scientific and business development competence and experience (their qualification corresponds to the area of the specific student innovation proposals), including those can be:  * scientific staff – professors, associated professors, leading researchers, researchers, scientific assistants and other scientific, academic staff, which has appropriate professional experience and competences (experience in implementation of innovations into production, reading lecture courses, managing practical works or leading diploma papers related to innovations etc.); * start-ups – merchants, who have been doing business for the first five years since their registration in the commercial register, their principal activity is related to the designing, production or development of scalable business models and innovative products; * entrepreneurs – merchants, who have been doing business longer than five years since their registration in the commercial register and have experience in the implementation of innovations into production; * representatives from organisations which represents Latvian employers, industry companies and the health care sector; * industry or technology experts – representatives from technology-based companies, from co-working spaces for start-ups, accelerators, business incubators and other community centres; * investors, financial specialists, corporate partners and service providers supporting the sector of start-ups; * representatives of the student organisation (student self-governance body, student parliament etc.) of the higher education institution; * the application evaluation commission may include also other justified representatives of institutions.   The project applicant creates an evaluation commission for student’s innovation proposals, develops regulations of the evaluation commission for student’s innovation proposals, proposal evaluation criteria and evaluation methodology – components of the Student Innovation Programme, which should be submitted together with the project application and which are applicable to those student innovation and business competence development measures, within the framework of which the selection of students’ innovative ideas are envisaged.   1. envisages dissemination and transfer activities of outputs of students’ proposals, including public evaluation of the results of students’ 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); 2. includes information about the mechanism of dissemination of students’ innovation proposals, ensuring management of intellectual property rights, if such occurs within the scope of students’ innovation proposals. If information flow restrictions are envisaged (for example, under the impact of the principle of non-disclosure of competition conditions or trade secrets), they should be stipulated in the regulations of the Student Innovation Programme, at the same time observing provisions of Sub-paragraph 2.1 of the CM regulations; 3. includes specific and justified incentives for academic staff to support the implementation of students’ innovation proposals; 4. envisages attraction of appropriate qualified mentors or student work supervisors (their qualification corresponds to the area of the specific student innovation proposal), including those can be:  * start-ups – merchants, who have been doing business for the first five years since their registration in the commercial register, their principal activity is related to the designing, production or development of scalable business models and innovative products; * entrepreneurs – merchants, who have been doing business longer than five years since their registration in the commercial register and have experience in the implementation of innovations into production; * industry or technology experts – representatives from technology-based companies, from co-working spaces for start-ups, accelerators, business incubators and other community centres; * investors, financial specialists, corporate partners and service providers supporting the sector of start-ups; * scientific staff – professors, associated professors, leading researchers, researchers and scientific assistants, who have experience and competences in the development of innovations or making a contribution to their creation (reading lecture courses, managing practical works or leading diploma papers related to innovations, implementing / participating in projects related to innovations, etc.); * and other mentors or student work supervisors with relevant competence.   The selection of student work supervisors should be justified by practical work experience and knowledge of respective specialists in the development of innovations, science-based business or similar.  Students should have access to the list of mentors and student work supervisors, as well as students should be provided assistance in the search of appropriate mentors or student work supervisors for the resolution of a specific matter or problem;   1. envisages that the Student Innovation Programme is complementary to other activities of the higher education institution for developing students’ innovative capabilities and business skills.   In order to justify the complementarity of the planned project activities, the project application should describe and justify what are currently available tools/ measures and resources for the development of students’ innovative competences and business skills (within the scope of the study process and extracurricular activities, including within the framework of the Student Innovation Programme of the first round of Activity 1.1.1.3, if applicable) in the respective higher education institution, what are strengths and weaknesses and what new and additional measures are planned to be implemented to ensure as qualitative as possible development of students’ innovative competences and business skills, giving additional value added to the existing activities – ensuring an increase in the quality and scope of measures, teaching and learning, their suitability for the needs of youths of the target group and industries, extending the existing scale of approbated measures.   1. has been developed through a profound analysis of Latvian and foreign innovation programmes (at least 5 programmes or initiatives aimed at the development of students’ innovative competences and business skills) by the project applicant (independently or together with strategic cooperation partners). The project applicant, taking into account the examples of student innovations and higher education institutions and industry cooperation models implemented in foreign countries and their implementation mechanisms described in the initial assessment of 1.1.1.3 (Chapter 2 and Annex 2), as well as on the basis of an independently conducted analysis, it is necessary to identify what tools and activities are used in the analysed examples of innovation programmes, what their implementation conditions are, especially quality management, the cooperation mechanism with companies and the definition of results to be achieved, which solutions of the analysed practical examples it is planned to take over and which implementation conditions and lessons learned or conclusions drawn to take into account, by implementing them in the project applicant’s institution.   If the project application in whole or in part does not meet the said requirement, **the evaluation is “Yes, under condition”**, at the same time setting the condition to clarify the fulfilment of the above-mentioned requirements.  \*STEM (Science, Technology, Engineering and Mathematics) include:   * thematic groups of education – (1) life sciences, mathematics and information technology, (2) engineering, manufacturing and construction, (3) agriculture; * thematic groups of education – (1) art; (2) health (with the exception of the set of education programmes in cosmetology), (3) environmental protection. |
| 2.5. | Private co-funding of the project constitutes at least 25 per cent of its total eligible financing. | A | The evaluation is “Yes”, if private co-funding of the project constitutes at least 15 per cent of its total eligible financing, pursuant to the sources of funding specified in Paragraph 40 of the CM regulations. The attracted private funding should be no less than EUR 50,000 per project according to the requirements of project application evaluation criterion 3.3 of activity 1.1.1.3. According to provisions of criterion 1.6, the project application should be accompanied by the documentation, certifying sources of the planed private funding in the amount of at least EUR 50,000 (for example, acknowledgement documents from merchants, private persons, etc.) as annex, allowing to ascertain the compliance of the source of funding with Paragraph 41 of the CM regulations;  If the project application in whole or in part does not meet the said requirement, **the evaluation is “Yes, under condition”**, at the same time setting the condition to clarify information about the private funding of at least 15 per cent of the total funding intended for the project to be attracted for the project in addition to public funding. |
| 2.6. | The eligible activities planned within the project have demonstrated synergies and complementarity with other support programmes fostering development of innovation and entrepreneurship; | A | **The evaluation is “Yes”**, if the eligible activities planned within the project have justified synergies and complementarity with other support programmes fostering development of innovation and entrepreneurship, it is described how synergy will be ensures and the risk of double funding will be prevented.  Synergy and complementarity should be characterised with at least the following European Union Structural Funds programmes and their projects:   * First round of Activity 1.1.1.3 “Innovation Grants for Students”. The target group and supported activities for the implementation of the second selection round of Activity 1.1.1.3 are similar. If the continuation of the Student Innovation Programme commenced during the first selection round project is planned in the second selection round project, either by developing the existing activities or introducing new activities in addition to them, the project application must describe the additional activities in detail, describe the synergy and demarcation, including explanations on how overlapping of the costs with the costs of the first round project activities will be prevented. * activity 1.2.2.2 “***Innovation motivation programme***” of specific objective 1.2.2 “To facilitate implementation of innovations in enterprises”. The target group of the programme are potential start-ups, self-employed persons, natural persons (authors of business ideas) associations and foundations, students of basic education, secondary and secondary special educations, as well as higher education institutions, merchants, higher education institutions, scientific institutions, local governments and municipal institutions, state institutions and the society in general. The following priority axes are intended to be implemented within the scope of the activity: (a) provision of support measures for motivation of innovative start-ups and existing innovative companies; (b) innovation marketing and advertising activities, ensuring audio and video publicity; (c) implementation of programmes focusing on the development of business and innovations; (d) measures to promote technological interests and creativity.   Industry experts are involved within the scope of supported activities – mentors having practical experience in business to provide advises on the initiation of innovative business, to participate in the evaluation of business pans and competitions.  This programme primarily focuses on students and pupils to educate them and teach them basic business knowledge, organise different training seminars and competitions, for example, the “Cup of Ideas” and the “Trade Secret”, to support the development of training companies in secondary schools. For example, subsequent support within activity 1.1.1.3 can be envisaged for the initiative of training companies in secondary schools.  The project “Open innovation platform DEMOLA Latvia” (hereinafter referred to as Demola Latvia) is also implemented within the framework of activity 1.2.2.2. The funding for the implementation of the Demola Latvia is available until the end of 2018. Good practices, experience and cooperation networks in the creation of student innovations in cooperation with companies and scientific institutions can be overtaken within the scope of activity 1.1.1.3 for the implementation of the Student Innovation Programme.   * activity 1.2.1.2 “***Support for improvement of technology transfer system***” of specific objective 1.2.1 “To increase investments of private sector in R&D”. A project of activity 1.1.1.3 can have synergy with activity 1.2.1.2 for conceptual testing, scaling, patenting and commercialisation activities for new technologies and products, as well as in relation to the work performed by technology scouts, including by summarising problem matters of companies, which teams of scientists of students may help to resolve, as well as analysing the possibilities of commercialising current research results. * Activity 3.1.1.6 “***Regional business incubators and incubator for creative industries***” of specific objective 3.1.1 “To facilitate establishment and development of SME’s in particular in manufacturing and RIS3 priority industries”. Collected experience and an expert network to support the development of business ideas can be taken over in the implementation of activity 1.1.1.3. At the same time, it should be taken into account that students can also be beneficiaries within activity 3.1.1.6, and synergy and non-overlapping should be planned accordingly. * Specific objective activity 8.2.1 “To reduce fragmentation of study programmes and to strengthen sharing of resources”. Synergy with a project of activity 1.1.1.3 can be ensured by developing a study programme module within the scope of activity 8.2.1 project, which would be usable in the implementation of the Student Innovation Programme; * Specific objective activity 8.2.2 “To strengthen academic staff of higher education institutions in strategic specialisation areas”. Synergy with a project of activity 1.1.1.3 can be ensured by involving the foreign teachers and / or doctoral students involved within the scope of activity 8.2.2 as student work supervisors, mentors or experts in the implementation of the Student Innovation Programme, or during traineeship of academic staff in Latvian company(-ies) creating ideas for student innovation projects. * Specific objective activity 8.1.1 “To increase the number of upgraded STEM study programmes, including medicine and creative industries”, which includes infrastructure development, including for modernisation of study programmes in creative industries. The contributions made in the development of study programme infrastructure within SO 8.1.1 are an important addition to the innovation development possibilities for students. * Specific objective activity 8.2.3 “To ensure better governance in higher education institutions”, observing that part of higher education institutions are also scientific institutions, synergy with SO 8.2.3 will be ensured, within the framework of which support is planned for the implemented of higher education institutions for the purposes of consolidating and effectively using resources of higher education institutions, promoting excellence and competitiveness of study programmes, as well as strengthening academic staff capacity.   Synergy and complementarity is also characterised by other financing programmes and initiatives implemented by the project applicant, for example, within the scope of the interregional cooperation programme INTERREG or other programmes or projects.  In addition, in activity 1.1.1.3 indirect link is also identified with programmes envisaging support for research and business projects in their further development phases, for example:   * SO 3.1.2 “To increase number of high-growth enterprises”. The SO will promote an increase in the number of high growth enterprises by supporting the establishment of new high-growth companies and further growth of existing companies. In order to promote an increase in the number of high-growth enterprises, specific advisory and financial support will be provided taking int account their needs. The support will enable to attract external funding and will resolve market failures in the area of availability of finances. * SO 3.3.1 “To increase private investments in regions, by making investments for entrepreneurship development according to economic specialization of territories stated in development programmes of municipalities and based on needs of local entrepreneurs”. The activity will improve public infrastructure promoting business and newly created jobs by providing favourable conditions to the development of business in respective territories. * Activity 1.2.1.1 “Support for development of new products and technologies within competence centres” of specific objective 1.2.1. * Activity 1.2.1.4 “Support for new product launch” of specific objective 1.2.1. The goal of this activity is raising the productivity and competitiveness of merchants by development of new products and technologies, and putting them into production, as well as increasing the private sector investment into research, development, and innovation according to the Smart Specialisation Strategy.   If the project application in whole or in part does not meet the said requirement, **the evaluation is “Yes, under condition”**, at the same time setting the condition to update justified synergies and complementarity with other support programmes fostering innovation and entrepreneurship of the supported activities planned within the project. |
| 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 | **The evaluation is “Yes”** if the project application describes the infrastructure required for the implementation of student innovation applications/projects and provides the substantiation of its accessibility, as well as describes the possibilities to use the infrastructure owned by the project cooperation partner according to the cooperation partnership statement or a concluded cooperation agreement (planned procedures for the use of the infrastructure is described in detail, for instance, access to the specific equipment, or materials that are used, etc.).  The project application should explain possibilities and reached agreements about access to infrastructure of scientific institutions, other higher education institutions and companies, thus ensuring effective use of infrastructure and strengthening of strategic partnerships.  If the project application in whole or in part does not meet all the above mentioned requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to update the description of the infrastructure required for the implementation of students’ innovation proposals and demonstrate justification of its availability, as well as describe possibilities to use the infrastructure owned by the project cooperation partner in compliance with the acknowledgment of cooperation partnership or cooperation agreement signed. |
| 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);  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;  2.8.3. the practice of foreign and Latvian innovation programme examples analysed regarding the extent of participants’ engagement in similar activities;  2.8.4. availability of students’ work supervisors, mentors and infrastructure, and other factors. | A | **The evaluation is “Yes”**, if the indicative number of students and student teams planned to be supported by the Student Innovation Programme is demonstrated and realistic, taking account of:  1. the total number of students at the relevant higher education institution (and in partner university or partner college, if applicable);  2. the extent of the higher education institution’s current cooperation (incl. examples of successful cooperation) with merchants to support students’ innovation proposals;  3. the practice of foreign and Latvian innovation programme examples analysed regarding the extent of participants’ engagement in similar activities;  4. availability of student work supervisors, mentors and infrastructure, and other factors.  The analysis should be conducted using a specific analytical method or based on the forecast of the project applicant, taking into account the above-mentioned factors and justified assumptions.  If the project application in whole or in part does not meet all the above mentioned requirements, **the evaluation is “Yes, under condition”**, at the same time stating that the indicative number of student teams planned to be supported by the Student Innovation Programme is demonstrated and realistic, taking account of the total number of students at the relevant higher education institution, the scope of the higher education institution’s current cooperation with merchants to support students’ innovation proposals, availability of student work supervisors, mentors and infrastructure, and other factors. |
| 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;  2.9.2. developed in partnership with a student organisation (student self-governance body, student parliament etc.) of the higher education institution concerned;  2.9.3. developed in partnership with business accelerators, business incubators, associations, foundations or other organisations having business development competences;  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 | **The evaluation is “Yes”**, if the Student Innovation Programme has been developed in strategic partnership with all stakeholders involved:  1. 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 (at least two leading, admitting the largest number of students). Relevant supporting documents are attached. Joint development with scientific institutions can be confirmed, for instance, by acknowledgements, opinions, extracts from meeting minutes, certified copies of coordination letters. The scientific institutions, which are structural units of the higher education institution do not qualify as strategic partners. If such partnership is impossible for the project applicant (for example, due to the specifics of its primary activity), sub-criterion 2.13.1 is not applicable providing a relevant justification (justified and verifiable information is provided);  2. with a student organisation (student self-governance body, student parliament etc.) of the higher education institution concerned. Joint development with a student organisation of the higher education institution can be confirmed, for instance, by acknowledgements, opinions, extracts from meeting minutes, certified copies of coordination letters;  3. with a business accelerator, business incubator, association, foundation or other organisation having business development competences. Joint development with these organisations can be confirmed, for instance, by acknowledgements, opinions, extracts from meeting minutes, certified copies of coordination letters;  4. with a leading industry association 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. Joint development with these organisations can be confirmed, for instance, by acknowledgements, opinions, extracts from meeting minutes, certified copies of coordination letters.  For the higher education institutions, which are project applicants in SO 8.1.1 “To increase the number of upgraded STEM study programmes, including medicine and creative industries” and SO 1.1.1.4 “Development of R&D infrastructure in the Smart specialization areas and sustainment of the institutional capacity of scientific institutions”, relevant leading industry organisations have already been defined and are:   |  |  | | --- | --- | | **HEI** | **Industry professional organisations** | | Jāzeps Vītols Latvian Academy of Music (JVLMA) | * Latvian Music Development Association / Latvian Music Export Office | | Latvian Academy of Culture (LKA) | * Latvian Film Producers Association | | Latvian Academy of Sports Education (LSPA) | * Latvian Association of Physiotherapists * Association of Professional Rehabilitation Organisations of Latvia | | Latvia University of Agriculture (LLU) | * Association of Mechanical Engineering and Metalworking Industries of Latvia (MASOC) * Latvian Information and Communications Technology Association (LIKTA) * Latvian Electrical Engineering and Electronics Industry Association (LETERA) * Latvian Ochardman Association * Agricultural Organization Cooperation Council Association (LOSP) * Latvian Federation of Food Companies (LPUF) * Latvian Forest Industries Federation, Latvian Forest Owners’ Association * Latvian Association of Independent Timber Harvesting Companies | | Latvian Academy of Art (LMA) | * Latvian Printers’ Association * Association of Light Industry Companies | | Daugavpils University (DU) | * MASOC * Latvian Association of Physiotherapists * Latvian Printers’ Association * Association of Latvian Chemical and Pharmaceutical Industry (LAKIFA) * LIKTA | | Transport and Telecommunication Institute (TSI) | * MASOC * LIKTA * Latvian Aviation Association * LETERA | | Riga Technical University (RTU) | * MASOC * LIKTA * LETERA * LAKIFA | | Rezekne Academy of Technologies (RTA) | * LETERA * LIKTA | | Riga Stradiņš University (RSU) | * LAKIFA * Latvian Association of Physiotherapists * Latvian Dental Association * Pharmacists’ Society of Latvia * Latvian Nurses Association * Latvian Medical Association | | University of Latvia (LU) | * MASOC * LIKTA * LETERA * LAKIFA * Pharmacists’ Society of Latvia * Latvian Dental Association * Latvian Printers’ Association * Latvian Nurses Association * Latvian Medical Association | | Ventspils University (VeA) | * LIKTA * LETERA | | Vidzeme University (ViA) | * LIKTA * LETERA | | Liepaja University (LiepU) | * LIKTA |   The higher education institution may also coordinate the Student Innovation Programme with other industry associations that are not listed in the table above. In this case, the higher education institution shall use Section 1.2 of the project application to justify why exactly the Student Innovation Programme has been coordinated with the association of the particular industry sector.  If the project application does not comply with all of the above requirements fully or partially, the **evaluation is “Yes, under condition”**, while specifying the information on the strategic partnership for the development of the Student Innovation Programme and ensuring that the Student Innovation Programme is developed with the involvement of all key stakeholders. |
| 2.10. | The project applicant ensures transparency of administrative procedures and reduction of administrative burden in the implementation of the student innovation programme. | A | The evaluation is “Yes”, if the project application justifies that the administrative procedures developed for the implementation of the student innovation programme are transparent and the reduction of administrative burden in the implementation of the student innovation programme is ensured (for example, internal rules for the organisation of purchasing materials necessary for the implementation of student innovation proposals, procedure of access to the necessary infrastructure, procedure of submission of student innovation proposals have been drafted, all the parties (companies, students, staff of the higher education institution) clearly understand the intellectual property rights policy, etc.). Transparency in the governance process (process control at any process position) ensures justified decisions, which are understandable and publicly available (timely reception of information and submission of documents by students, explaining of decision-making, etc.).  Administrative procedures should be clear and have maximally low administrative burden for the three main target groups – (a) companies and their specialists, who are involved in the implementation of supported project activities, (b) students, (c) staff of higher education institutions – academic and scientific staff, support staff.  If the project application in whole or in part does not meet all the said requirements, **the evaluation is “Yes, under condition”** that the project applicant should ensure transparency of administrative procedures and reduction of administrative burden in the implementation of the student innovation programme. |

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| **3. QUALITY CRITERIA** | | **Sub-criteria/ Score** | **Evaluation system** | | |
| **Maximum score to be obtained and scoring procedure** | **Minimum score required** | **Explanation for eligibility determination** |
| 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; the explanation of the evaluation scale see below the table) | 3  Weight of the criterion: 35% | The student innovation programme envisages such an integrated set and sequence of measures, which, if the project is implemented in a qualitative way, in theory are able to ensure the development of student’s innovation competences and entrepreneurial mind.  If the continuation of the Student Innovation Programme commenced during the first selection round project within the framework of the second-round project is planned (to develop existing activities and/or start new additional activities), the project application and the Student Innovation Programme description shall provide a comprehensive and clear characterisation of the additional activities. In the case if the ongoing activities that were commenced in the first round are continued, their added value must be justified in the project application based on the project applicant's analysis of the planning and implementation of the activities implemented in the first round project (for instance, the activity of the target audience/motivation to participate in events, competition size for the financing of the implementation of the application, whether the results obtained were as planned, the effectiveness of cooperation between the involved parties, etc.).  The activities envisaged in the measures:   * are important for effective and qualitative implementation of the measures, achievable results and other indicators characterising their implementation quality; * supplement and provide value added to the previously implemented measures and teaching and learning practices for the development of innovations and business skills, ensuring an increase in their quality and scope, their suitability for the development needs of youths from the target group (their different skills and experience level, specialisation areas) and areas/sectors of national economy, including by extending the scale of the existing approbated measures; * are complementary by creating an integrated set of measures for the development of innovation competences and business skills, observing the best international and local practices; * strengthen the implementation of research and practical experience-based higher education and cooperation with the industry in the implementation and management of the study process, and this is clearly justified in the project application; * are based on the real and proper/ justified analysis of needs, and within the framework of student projects it is intended to resolve matters, which are not trivial and are important for the project applicant’s institution, cooperation partners and target groups, and the entire society.   The management, including quality management, mechanisms and measures included in the student innovation programme correspond to good and smart management principles, observing international good practice.  Also see the examples of measures within the Student Innovation Programme in sub-chapter 2.2.2 *International experience in the development of innovation competences and assessment in higher education* of the initial assessment of SO 1.1.1.3 and Annex 2. |
| If the evaluation is below 3 points, the project application is rejected. | | | | | |
| 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:** | 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. | **0–5**  (Evaluation unit – 0.5 points; the explanation of the evaluation scale see below the table) | 3  Weight of the criterion: 30% | The project application provides information about the potential impact of the project on the area of higher education and the entire society.  If the continuation of the Student Innovation Programme commenced during the first selection round project within the framework of the second round project is planned (to develop existing activities and/or start new additional activities), the project application and the Student Innovation Programme description shall provide a comprehensive and clear characterisation of the additional activities, the effect of these additional activities, including the lessons learnt from the first round project and improvements performed, if such are scheduled.  The set of activities included in the student innovation programme shall be innovative by nature and ensure the change in the behaviour of the people involved. The innovative nature and potential of the student innovation programme to change behaviour of higher education institutions can be evidenced, for example, by, but not limited to:   * The use of modern or new methods and techniques in the process of development and implementation of the Student Innovation Programme (design thinking, problem solving approach, etc,), thus planning to achieve the specific innovative results and solutions for the Student Innovation Programme; * development of a student-focussed approach, basic and transversal competences, including the development of business skills of student to resolve problems, apply and test theories and experiences, and to create knowledge in multidisciplinary teams and cooperation networks, including aspiring to create real innovations in the process of learning; * relevant human resources management and staff selection ensuring an innovative work management approach for the implementation of the Student Innovation Programme; * availability and mutual coordination of infrastructure with structural units of the higher education institution and other institutions involved; * coordination and implementation of innovative activities (including student innovation proposals), initiation and implementation of knowledge transfer projects; * development of culture and social environment by introducing innovations to foster motivation of students, teaching staff and researchers to initiate and get involved in innovation projects, including activities aimed at the improvement of innovative community living conditions[[5]](#footnote-6).   If the project application is based on existing innovations and innovations that have already been tested at the higher educational institution or the results of other projects (including the results obtained within Student Innovation Programmes of the first round of activity 1.1.1.3, if applicable), the project application must substantiate what added innovative value will be obtained as a result of the activities planned in the project application. |
| If the evaluation is below 3 points, the project application is rejected. | | | | | |
| 3.3. | **Contribution of the project to the achievement of sector indicators:** |  | **0 – 14.5** | 4  Weight of the criterion: 15% | The scores obtained in sub-criteria 3.3.1 – 3.3.4 are summed up |
|  | 3.3.1. The Student Innovation Programme is implemented in partnership with project cooperation partners (points are summed up):  3.3.1.1. No cooperation partners involved in project implementation **(0 points);**  3.3.1.2. with at least one scientific institution **(0.5 points);**  3.3.1.3. with at least one higher education institution (incl. college) **(0.5 points);**  3.3.1.4. with at least one association or foundation **(0.5 points);**  3.3.1.5. with at least one merchant, which has expenditure on research and development at least 2 per cent of the merchant’s net turnover for the respective year **(1 point).** | 0 – 2.5 | 1 | **sub-criterion 3.3.1.1 is applied and zero points are awarded**, if the information provided in the project application indicates that no cooperation partners are involved in the implementation of the Student Innovation Programme.  **sub-criteria 3.3.1.2 - 3.3.1.4 are applied and half a point for each eligible sub-criterion is awarded (points are summed up),** if it is justified in the project application that the Student Innovation Programme will be implemented in partnership with one or more project cooperation partners listed in sub-criteria 3.3.1.2 - 3.3.1.4.  **sub-criterion 3.3.1.5 is applied and one point is awarded,** if it is justified in the project application that the Student Innovation Programme will be implemented in partnership with at least one merchant, with expenditure on research and development at least 2 per cent of the merchant’s net turnover on average in the last 3 closed years before the submission of the project. This information about the research and development expenditure is confirmed by data of the merchant’s closed annual report approved by a certified auditor, or other acknowledgement of a certified auditor.  Relevant supporting documents are attached, which certify that the project cooperation partner (1) delegates specialists of the organisation as student work supervisors or mentors to ensure the implementation of the project or as experts in the selection and evaluation of student innovation proposals or (2) ensures access for students to the infrastructure of the organisation for the implementation of student innovation proposals. The scientific institutions, which are structural units of the higher education institution do not qualify as cooperation partners.  A merchant who, as a cooperation partner, became involved in the implementation of the project of the first project selection round may also become involved in the implementation of the project of the second project selection round. |
|  | **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*  3.3.2.1.1. < 9 **(0 points)**  3.3.2.1.2. 9 – 19 **(1 point)**  3.3.2.1.3. 20 – 34 **(2 points)**  3.3.2.1.4. ≥ 35 **(3 points)**  **3.3.2.2.** 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 points)**  3.3.2.2.2. 20 – 34 **(1 point)**  3.3.2.2.3. 35 – 49 **(2 points)**  3.3.2.2.4. ≥ 50 **(3 points)** | **0 – 3** | 1 | Different point scales are used for higher education institutions with university status and without university status, taking into account that universities implement studies on the larger scale, offering study programmes of all three levels, as well as they have higher potential for cooperation with the commercial sector, taking into account the orientation of universities on research.  **criterion 3.3.2.1** **is applied to higher education institutions without university status, and colleges:**  **sub-criterion 3.3.2.1.1 is applied and zero points are awarded**, if the project application provides information that cooperation with less than 9 merchants is envisaged in the implementation of the student innovation programme;  **sub-criterion 3.3.2.1.2 is applied and one point is awarded**, if the project application provides information that cooperation with 9 – 19 merchants is intended in the implementation of the student innovation programme.  **sub-criterion 3.3.2.1.3 is applied and two points are awarded**, if the project application provides information that cooperation with 20 – 34 merchants is intended in the implementation of the student innovation programme;  **sub-criterion 3.3.2.1.4 is applied and three points are awarded**, if the project application provides information that cooperation with ≥ 35 merchants is envisaged in the implementation of the student innovation programme;  **criterion 3.3.2.2 is applied to universities:**  **sub-criterion 3.3.2.2.1 is applied and zero points are awarded**, if the project application provides information that cooperation with less than 20 merchants is envisaged in the implementation of the student innovation programme;  **sub-criterion 3.3.2.2.2 is applied and one point is awarded**, if the project application provides information that cooperation with 20 – 34 merchants is intended in the implementation of the student innovation programme.  **sub-criterion 3.3.2.2.3 is applied and two points are awarded**, if the project application provides information that cooperation with 35 – 49 merchants is envisaged in the implementation of the student innovation programme.  **sub-criterion 3.3.2.2.4 is applied and three points are awarded**, if the project application provides information that cooperation with ≥ 50 merchants is envisaged in the implementation of the student innovation programme. |
|  | 3.3.3. The project envisages attraction of private co-funding (excluding own revenues of the higher education institution[[6]](#footnote-7), which are channelled to project co-funding):  3.3.3.1. < 50 000 **(0 points);**  3.3.3.2. EUR 50,000 – EUR 99 999,99 **(1 point);**  3.3.3.3. EUR 100 000 – EUR 199 999,99 **(2 points);**  3.3.3.4. EUR 200 000 – EUR 299 999,99 **(3 points);**  3.3.3.5. < EUR 300 000 **(4 points).** | **0 – 4** | 1 | **sub-criterion 3.3.3.1 is applied and zero points are awarded**, if the project application provides information about private co-funding planned to be attracted within the scope of the project, which is less than EUR 50 000;  **sub-criterion 3.3.3.2 is applied and one point is awarded**, if the project application provides information about private co-funding planned to be attracted within the scope of the project, which is EUR 50 000 – EUR 99 999,99;  **sub-criterion 3.3.3.3 is applied and two points are awarded**, if the project application provides information about private co-funding planned to be attracted within the scope of the project, which is EUR 100 000 – EUR 199 999,99;  **sub-criterion 3.3.3.4 is applied and three points are awarded**, if the project application provides information about private co-funding planned to be attracted within the scope of the project, which is EUR 200 000 – EUR 299 999,99;  **sub-criterion 3.3.3.5 is applied and four points are awarded**, if the project application provides information about private co-funding planned to be attracted within the scope of the project, which is more than EUR 300 000. |
|  | 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):  3.3.4.1. < 15 per cent **(0 points);**  3.3.4.2. 15 per cent **(1 point);**  3.3.4.3. 16 per cent – 19 per cent **(2 points);**  3.3.4.4. 20 per cent – 24 per cent **(3 points);**  3.3.4.5. 25 per cent – 34 per cent **(4 points);**  3.3.4.6. > 35 per cent **(5 points).** | **0 – 5** | 1 | **sub-criterion 3.3.4.1 is applied and zero points are awarded**, if the private co-funding planned to be attracted for the project implementation is less than 15 per cent of the total amount of funding.  **sub-criterion 3.3.4.2 is applied and one point is awarded**, if the private co-funding planned to be attracted for the project implementation is 15 per cent of the total amount of funding, according to Paragraph 40 of the CM regulations.  **sub-criterion 3.3.4.3 is applied and two points are awarded**, if the private co-funding planned to be attracted for the project implementation is 16 per cent – 19 per cent of the total amount of funding.  **sub-criterion 3.3.4.4 is applied and three points are awarded**, if the private co-funding planned to be attracted for the project implementation is 20% - 24% of the total amount of funding.  **sub-criterion 3.3.4.5 is applied and four points are awarded**, if the private co-funding planned to be attracted for the project implementation is 25% - 30% of the total amount of funding.  **sub-criterion 3.3.4.6 is applied and five points are awarded**, if the private co-funding planned to be attracted for the project implementation is more than 35% of the total amount of funding. |
| If the evaluation in each of sub-criteria does not reach the set minimum score and the total evaluation in criterion 3.3. is below 4 points, the project application is rejected. | | | | | |
| 3.4. | Impact of the project and awareness raising about activities implemented within the project: | 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. | **0–5**  (Evaluation unit – 0.5 points; the explanation of the evaluation scale see below the table) | **3**  Weight of the criterion: 10% | The project application provides information on the changes and benefits, which the implementation of the specific project will introduce in the project applicant’s institution, in the cooperation partner’s institution and in society overall during and after the project lifetime.  A communication and publicity plan has been developed, which justifies that the project applicant and the cooperation partner will ensure the distribution of the results created within the framework of the project in the project applicant’s institution, in the cooperation partner’s institution, as well as to other stakeholders, which includes description of planned measures for target audience reaching and awareness (during project life cycle and after the completion of the project), using clearly indicated and to the target audience suitable communication channels and methods of informing about the available support measures for student innovation grants (for example, informative booklets, interviews on radio/TV, conferences, seminars, social media, participation in international exhibitions, lectures, etc.), the selection of which is supported by the study of the profile of the target audience (students, academic staff, merchant, local governments, private persons, society), its communication channel and source of information, as well as effective example of other countries (at least one example of foreign good practice).  The project application should describe sustainability of the activities and results performed within the scope of the project after the completion of the project.  Types of sustainability can be:  - Institutional sustainability means human resources available to the project implementer in order to continue the initiated project activities after the completion of the project. The project applicant shows how attracted employees, trained specialists or other project results within the framework of the project will be maintained after the completion of the project. A description is provided, who and in what way will inherit project results and acquired experience/ knowledge;  - Financial sustainability means financial resources available to the project implementer in order to continue project activities after the completion of the project. If the project applicant has no such resources, then it provides an explanation based on its previous experience regarding the attraction of such resources from other financial sources.  - Sustainability of cooperation – whether and how cooperation with the project cooperation partner and with the parties involved in the strategic partnership will continue after the completion of implementation of the project.  Pursuant to provisions of Paragraph 51 of the CM Regulations the beneficiary shall ensure sustainability of the results envisaged in the project for at least five years after the final payment, envisaging in this time period:  - public availability of the results of students’ innovation projects according to the intellectual property policy of the project applicant to the extend commercial interests are not infringed (if applicable);  - the implementation of the Students innovation programme or systemic implementation of integrated measures aimed at the development of innovation competences and entrepreneurial mind of students. |
| If the evaluation is below 3 points, the project application is rejected. | | | | | |
| **4. QUALITY CRITERIA FOR HORIZONTAL PRIORITIES** | | **Sub-criteria/ score** | **Evaluation system** | | |
| **Maximum score to be obtained and scoring procedure** | **Minimum score required** | **Explanation for eligibility determination** |
| 4.1. | Horizontal priority “Sustainable development”: | 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 points)**. | 0.5 | 0  Weight of the criterion: 5% | **sub-criterion 4.1.1 is applied and zero points are awarded**, if no eco-innovation training will be provided within the project. |
| 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 points)**. | **sub-criterion 4.1.2 is applied and half a point is awarded**, if eco-innovation training will be implemented within the project promoting observation of the horizontal principle “Sustainable Development”.  Eco-innovation is implementation of any new or significantly improved products (product or service), implementation of a process, organisational changes or marketing solutions, which reduce the use of natural resources (including materials, energy, water and land) and reduce emissions of harmful substances throughout their life-cycle.  Eco-innovation training can be provided within the scope of an existing study course, and there is no need to create a separate study programme, module or course in the area of Environmental Protection. |
| 4.2. | Horizontal priority “Equal opportunities”: | 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 points).** | 0.5 | 0  Weight of the criterion: 5% | **sub-criterion 4.2.1 is applied and zero points are awarded**, specific activities planned within the project do not promote compliance with the horizontal principle of “Equal opportunities” (gender equality, disability, age and ethnicity). |
| 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 points)**. | **sub-criterion 4.2.2 is applied and half a point is awarded**, if the specific activities planned within the project promote compliance with the horizontal principle of “Equal opportunities” (gender equality, disability, age and ethnicity), for example:  - the target group will be offered alternative forms of work, flexible working hours;  - project management, training and informing activities (if applicable), and other project activities will be implemented in customized facilities for people with disabilities by providing the necessary equipment to enter the premises and customized information technologies, if necessary.  - infrastructure support will be provided – project management and implementation premises, equipment, open common use working premises, incubators accessible to people with limited mobility by providing the necessary equipment to enter the premises and customized information technologies, if necessary. |
| The criterion gives additional point. | | | | | |

Notes:

A – Criterion to be updated, if the criterion is not met, the cooperation authority takes a decision on the approval of the project application provided that if the project applicant ensures complete compliance with the criterion during the time and according to the procedure defined in the decision;

N – Criterion not to be updated, in case of discrepancy of the criterion, the cooperation authority shall decide on rejection of the project application.

For the assessment of quality criteria 3.1, 3.2, 3.4 in accordance with the provisions of Paragraph 45 of the MKN shall be performed by foreign experts included in the database of experts of the European Commission (hereinafter - expert).

The expert applies the following evaluation 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.

Based on the expert evaluation form, the expert justifies the number of points awarded.

If several project applications receive equal score, the project application, which received more points in criterion 3.3.4 is preferred.

Annex 1. RIS3 priorities and their explanations

|  |  |
| --- | --- |
| **RIS3 growth priority** | **Explanatory problem of the priority and the proposed solution** |
| ***1st priority:***  More efficient use of primary products for the manufacture of products of higher added value, development of new materials and technologies, as well as diversification of their application. More extensive use of non-technological innovations and the potential of the Latvian creative industry for the production of goods and services with a higher added value in the economic sectors. | The current Latvian economy structure is based on the traditional industries which competitiveness is based on the use of natural advantages – cheap labour and available natural resources. Although in a medium-term, the traditional sectors of the economy will give a major contribution to the overall economic growth and job creation, it must be taken into account that cheap labour and access to resources do not create incentives for change of business model and creation of other competitive advantages. Hence, in order to facilitate economy transformation, it is necessary to promote structural changes in favour of production of goods and services with higher added value. For example, one of the added value multipliers are innovations which general development and promotion of application play an important role. An important opportunity for development is the use of smart and flexible technologies and approaches in manufacturing, energetics, health care, public management, etc.  *The specialization areas “Knowledge-intensive bio-economics”, “Knowledge-intensive health, including bio-medicine, medicine technologies, bio-pharmacy and bio-technologies” and “Smart materials, technologies and engineering sciences” and “Information and communication technologies” correspond to this priority.* |
| ***2nd priority:***  Constant search for new products and/or services that requires establishing an efficient identification system that could find and provide support for the development of new products within the framework of the existing sectors and cross-sector areas, as well as forming new sectors with a high growth potential. | Sustainable development of the Latvian economy requires diversification of the manufacturing industry and export-capable service sectors, thus facilitating a more rapid development of the medium-high and high-technology industries, as well as knowledge-based industries. This direction includes, for example, such high added value sectors as pharmacy, biotechnology, electronics, apparatus construction, and health tourism, as well as the emerging areas of knowledge in these and other sectors.  *The specialization areas “Smart materials, technologies and engineering sciences” and “Knowledge-intensive health” and “Information and communication technologies” correspond to this priority.* |
| ***3rd priority:***  An increase in energy efficiency, including the development of new materials, optimization of production processes, introduction of technological innovations, use of alternative energy resources, and other solutions. | Low level of energy efficiency creates risks of energetic security and resource sustainability, as well as competitiveness. Raising the level of energy efficiency in the economy with the help of innovative solutions is a sustainable and cost effective way to reduce risks, at the same time creating additional jobs and promoting economic growth.  In Latvia, there is a high economy energy intensity level (energy consumption against GDP in kilograms of oil equivalent per thousand of euros). In 2011, the energy intensity level was 323.3 kg of oil equivalent per thousand Euro or 2.2 times above the EU average.  For the implementation of the strategy Latvian National Reform Programme “EU 2020” determines the national target to achieve primary energy savings of 0.670 Mtoe in 2020, but the commitments on the energy performance determined by the Directive 2012/27/EU of the minimum annual of the final energy savings of 1.5% correspond to 0.213 Mtoe in 2020.  *The specialization areas “Smart materials, technologies and engineering sciences”, “Smart energy” and “Information and communication technologies” correspond to this priority.* |
| ***4th priority:***  A modern ICT system in the private and public sector that meets today’s requirements. | The new opportunities and solutions of the ICT sector should contribute more to the development of other sectors, significantly increasing their work efficiency. For the implementation of the strategy the Latvian National Reform Programme “EU 2020” as one of the sub-measures of reform directions mentions the need to increase the development of information and communication solutions (ICT) and the introduction of the digital single market, thus contributing to the economic growth, which is linked to the need to ensure the growing demand for more efficient solutions of business process management and analysis. In addition, equal access to electronic communications across the whole territory of Latvia will raise the ICT contribution to the growth and innovation of all the economy sectors. ICT development is closely linked to the use of smart and flexible approaches in industry.  Opening the data held by the Public Administration includes an untapped economic and social potential. When making the data public, they can be used in creation of new products and services, as well as innovation in the scientific and research work. An open, secure and interoperable public data infrastructure is one of the key solutions to boost the country's economic growth.  Information Society Development Guidelines for 2014-2020 identify the priorities for ICT sector in Latvia that have been developed in the light of the priorities determined by the Digital Agenda for Europe and the objectives set by the European Commission for development of the Digital Single Market: ICT education and e-skills development, widely accessible Internet, a modern and efficient public administration, development of e-services and digital content, cross-border cooperation in the development of the digital single market, as well as the ICT research and innovation, trust and security promotion.  The ICT sector contribution should be encouraged by creating digital content resources and ensuring accessibility to creation of new products and services, respectively the digital content base needs to be developed and the collaboration of ICT and other industries (language technology development, cultural and educational content digitization, etc.) needs to be promoted.  *The specialization area “Information and communication technologies” corresponds to this priority.* |
| ***5th priority:***  A modern education system that meets the requirements of the future labour market and facilitates the transformation of the economy and the development of competencies, entrepreneurial ability and creativity needed for the implementation of the RIS3 priorities at all levels of education. | In the medium and long term, the Latvian economy will face lack of a professional and highly qualified workforce (mostly with college or higher education level), as well as with the low public absorption capacity and lack of modern competence in general. The main challenges that we will face in the future are insufficient number of qualified specialists, mainly in the fields of nature sciences and engineering (in both secondary and higher education levels), and lack of highly qualified specialists with skills necessary for future – technical expertise combined with the creative, entrepreneurial and problem solving competences. In order to build absorption capacity of Latvia, it is necessary to develop the ability of identifying and understanding the knowledge and competencies existing in the global knowledge space and using them for economic development. It is necessary to develop network structures that ensure independent connections between the global and the local. It is necessary to develop such education in institutions of higher education that:   1. Is based on the understanding of modern education and ensures development of modern competencies, including problem solving, processing and use of data, identification and use of possibilities, technical innovation and skills necessary for high-value-added professions; 2. Ensures acquisition and distribution of global knowledge necessary for smart specialization areas, in particular, by developing a sustainable acquisition and distribution system – including the creation of new companies and study specialization that meets the needs of specific companies, as well as creation of cooperation networks at the individual and organization level; 3. Ensures dealing with the social problems related to the development of specialization areas, building the analytical and absorption capacity of the society through permanent supply of proactive knowledge and skills to a variety of public groups and organizations; 4. Develops and strengthens the value of active creativity and innovation. |
| ***6th priority:***  A developed knowledge base and human capital in the areas of knowledge, where Latvia has comparative advantages and that are significant for the process of transformation of the economy: areas of knowledge related to the development needs of knowledge-intensive bio-economics, knowledge-intensive health (including pharmacy, biomedicine and translational medicine), smart energetics and ICT areas, and the key technology areas identified by the EC (nanotechnologies, micro- and nanoelectronics, photonics, advanced materials, production systems, and biotechnologies). | The capacity of science and research in different areas of knowledge in Latvia is heterogeneous. The international scientific assessment showed that there is some level of capacity in all branches of science in Latvia, as well as some excellences. At the same time, both the knowledge base and the human capital (researchers, engineers and their cooperation networks) are depleted or insufficient for achieving the established development objectives. In some branches of science, such as mathematics, the situation is critical. This is evidenced by the small number of people employed in science (aging of scientists, insufficient number of doctoral students) as well as the absence of connections with the industry and other research institutions. Therefore, it is necessary to invest in the maintenance and development of the knowledge base and the human capital. Research and absorption capacity of Latvian companies, as well as their involvement in knowledge networks relevant to the strategic specialization have to be increased significantly. |
| ***7th priority:***  Identification and specialization of the existing resources of the territories, proposing the possibilities and directions of potential economic development, including the leading and prospective business directions in municipal territories. | At the moment, what can be observed in Latvia is a monocentric development that causes peripheral and unfavorable environment for business operations in the regions, promotes territorial depopulation and inefficient use of the Latvian resources. If the monocentric development continues, competitiveness will decrease, because the labour and infrastructure costs in the monocentre will increase, but other growth opportunities in regions will not be used. The significantly different economic activity, accessibility and availability of services create diverse standards for the quality of life and development opportunities for territorial residents, as well as contribute their migration to more developed areas, which further reduces the growth opportunities for less developed areas.  For sustainable development of Latvia it is very important to advance more rapid development in the entire territory of the country, as well as to increase competitiveness. It is necessary to look for new ways of regional development, including the use of the advantages that are provided by network structure organizations and remote cooperation by using the available and developing new networking platforms. It is also essential to use the opportunities provided by the collaboration networks, which connect Latvia with other European and world countries. |

1. Compliance of the project applicant’s legal status is assessed under the criterion [↑](#footnote-ref-2)
2. The term “higher education institutions” used in the criteria and the methodology for the application of the criteria, is equivalent to the term “higher education institution” used in Paragraph 2.2 of CM Regulations No.41. [↑](#footnote-ref-3)
3. Pursuant to the term provided in Paragraph 43 of CM regulations. [↑](#footnote-ref-4)
4. Pursuant to the term provided in Paragraph 43 of CM regulations. [↑](#footnote-ref-5)
5. adapted from: *Improvement of results using a process management operation model (slide 11). M.Sondore, G.Rēvalde, Academic Policy Research and Quality Centre. RTU methodical conference, Riga, 26.03.2013.* [↑](#footnote-ref-6)
6. Funds at beneficiary’s and project cooperation partner’s disposal from their economic and non-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-7)