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 | 8. Education, Skills and Lifelong Learning |
| Title and number of the specific objective | 8.2.3. [To Ensure Better Governance in Higher Education Institutions](http://www.cfla.gov.lv/CFLA2/item.php?itemID=92) |
| Selection type of project applications | **Open selection of project applications** |
| Responsible Institution | **Ministry of Education and Science** |

The methodology of application of criteria for evaluation of project applications is an informative and explanatory material.

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

1. *The reference to the location of information necessary for the evaluation of a project application criterion in the project application (in the project application form, its annexes and documents to be submitted in addition) is indicative and if the information is not available in the indicated place, the entire project application and its annex should be reviewed in full.*
2. *When evaluating the compliance of project applications with evaluation criteria, only the information available in the project application (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 of the project application form is not harmonised, a condition should be set stating that an 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:*
5. *Operational programme “Growth and Employment” and annexes to the operational programme;*
6. *Regulation of the Cabinet of Ministers No.26 of 9 January 2018 “Implementing Regulations for Specific Objective 8.2.3 “To Ensure Better Governance in Higher Education Institutions” of the Operational Programme “Growth and Employment””;*
7. *Regulations for selection of project applications for Specific Objective 8.2.3 “To Ensure Better Governance in Higher Education Institutions” of the Operational Programme “Growth and Employment” (hereinafter referred to as SO 8.2.3), including the criteria for evaluation of project applications and the methodology for completion of the project application form.*

| **1. COMMON CRITERIA** | | **Impact of the criterion on decision-making**  (A/R) | **Explanation of determination of eligibility** | | |
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| 1.1. | The project applicant meets the requirements of the Cabinet of Ministers Regulations set for project applicants for the implementation of the specific objective (hereinafter CM regulations on the implementation of the SO). | R | **The evaluation is “Yes”**, if the project applicant corresponds to the project applicant defined in Paragraph 12 of the CM regulations on the implementation of the SO. 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.  **The evaluation is “No”**, if the project applicant does not meet the requirements set in Paragraph 12 of the CM regulations on the implementation of the SO. | | |
| 1.2. | The project application form completed using a computer. | R | **The evaluation is “Yes”,** if the project application form and annexes thereto have been completed using a computer (with the exception of the section, where the part for signature of a responsible official of the project applicant or an authorised person thereof is hand-written).  **The evaluation is “No”**, if the project application form is not completed using a computer. | | |
| 1.3. | On the date of project application, the project applicant and project cooperation partner (if applicable) have no tax debts in the Republic of Latvia, including mandatory social security contribution debts exceeding a total of EUR 150. | A | **The evaluation is “Yes”**, if the project applicant and the project cooperation partner have no tax debts, the total amount of which for each separately exceeds EUR 150.  The database of tax and levy debtors administered by the State Revenue Service (SRS) should be used for the evaluation of the criterion (<http://www6.vid.gov.lv/VID_PDB/NPAR>).  The project application evaluation form should specify the date of the check and the amount of the tax debt.  Taking into account that the information on tax debts administered by SRS is published in the SRS database twice a month, the tax debt during the evaluation is checked in the SRS database on the day of publication set by the SRS, which is the closest date of submission of the project application.  If the project applicant or the cooperation partner has a tax debt, which exceeds EUR 150, the evaluation is **“Yes, under condition”** and at the same time setting the condition to pay the tax debt. | | |
| 1.4. | The project application has been submitted to the Cohesion Policy funds management information system for 2014–2020. | A | **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) and all the data fields have been filled correctly.  **The evaluation is “Yes, under condition”**, if the project application has not been submitted to the Cohesion Policy funds management information system for 2014-2020 (https://ep.esfondi.lv) or if not all data field have been filled correctly in the project application submitted to the Cohesion Policy funds management information system for 2014-2020 (https://ep.esfondi.lv), at the time setting the respective condition to fill all the data fields correctly. | | |
| 1.5. | The project application form has been completed in Latvian in compliance with the requirements of 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 planning documents and implementation of such funds in the 2014–2020 programming period”, the project application contains all the documents required by the project selection regulations, they have been prepared in Latvian or accompanied by a certified translation into Latvian. | A | **The evaluation is “Yes**”, if:   1. the project application has been prepared according to the form appended to the Regulations on selection of project applications and it is fully completed according to the 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 planning documents and implementation of such funds in the 2014–2020 programming period”; 2. the sections of the project application specified in the project applications selection regulations have been submitted in English, Latvian and English versions match and are in harmony, which is confirmed by the project applicant’s written certification; 3. the project application is accompanied by all the annexes to be submitted according to the project applications selection regulations.   If the information specified in the project application fully or partially does not comply with the above mentioned requirements, the project application is evaluated as “**Yes, under condition**” and the corresponding condition is set to eliminate the shortcomings, for example:  1) to submit a project application, which has been prepared according to the project applications selection regulations, and the project application has been completed in full;  2) to submit any missing annex(es);  3) to submit necessary information specified in the project applications selection regulations in English, ensuring that Latvian and English versions match and are in harmony and are harmonised with the information in the clarified project application;  4) to append a written certification that Latvian and English versions match and are in harmony. | | |
| 1.6. | The financial data in the project application are indicated in EUR. | A | **The evaluation is “Yes”**, if the financial data in the project application (including in Annexes 2 and 3 to the project application) are indicated in euro.  If the information specified in the project application fully or partially does not comply with the above mentioned requirements, the project application is evaluated as “**Yes, under condition**” and the condition is set to indicate financial data in EUR. | | |
| 1.7. | Financial calculations in the project application are arithmetically correct and comply with the requirements of the CM regulations on the implementation of the SO and with the requirements of 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 planning documents and implementation of such funds in the 2014–2020 programming period”. | 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. financial calculations comply with the requirements of the CM regulations on the implementation of the SO 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 planning documents and implementation of such funds in the 2014–2020 programming period”, i.e. all the boxes have been filled (indicating application of the flat rate of costs, quantity, unit of measure, number of the respective project activity, type of costs (eligible, ineligible), the sum of cost items in absolute terms and as a percentage, and also Value added tax (VAT); 3. the financial calculation indicates figures with two decimal places; 4. the mutual compliance of the amount of funding in annexes 2 and 3 of the application (and in other sections, if applicable) is ensured.   If the information specified in the project application fully or partially does not comply with the above mentioned requirements, the project application is evaluated as “**Yes, under condition**” and the condition is set to make respective clarifications in the project application:   1. to submit a financial calculation, which has been developed in an arithmetically correct way; 2. to submit a financial calculation, which complies with the requirements of the CM regulations on the implementation of the SO 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 planning documents and implementation of such funds in the 2014–2020 programming period”; 3. to submit a financial calculation, which has been made using two decimals after the point; 4. to submit a financial calculation, which has been developed in accordance with the requirements of the project application. | | |
| 1.8. | The amount of funding in the project application to be provided by the European Social Fund (ESF) corresponds to the allowable project funding set by the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”**, if the amount of ESF funding indicated in the project application does not exceed the available ESF funding indicated in the CM regulations on the implementation of the SO.  If the information specified in the project application form does not comply with the above mentioned requirements, the project application is evaluated as **“Yes, under condition”** and the condition is set to clarify the amount of available ESF funding in the project application. | | |
| 1.9. | The ESF aid intensity indicated in the project application does not exceed the maximum ESF aid intensity set by the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”**, if the ESF funding indicated in the project application corresponds to the one indicated in the CM regulations on the implementation of the SO and does not exceed 85 % of the total eligible project funding.  If the information specified in the project application fully or partially does not comply with the above mentioned requirements, the project application is evaluated as “**Yes, under condition**” and the condition is set to make respective clarifications to have the indicated ESF funding not exceeding 85 % of the total eligible project funding. | | |
| 1.10. | The total costs included in the project application, planned eligible activities and cost items correspond to those set by the CM regulations on the implementation of the SO, incl. do not exceed the set per cost item amounts, and:  1.10.1. are related to project implementation;  1.10.2. are necessary for the implementation of the project (implementation of the project activities, meeting the needs of the target group, addressing the problem defined);  1.10.3. ensure the achievement of the project objective and indicators. | A | **The evaluation is “Yes”**, if:   1. the planned activities indicated in the project application (including paragraph 1.5) comply with the eligible activities defined in Paragraphs 20, 21, 22, 24, 25, 26, 27 and 28 of the CM regulations on the implementation of the SO; 2. the cost items planned in the project application correspond to those defined in Paragraph 30 of the CM regulations on the implementation of the SO, incl. Annex 3 to the project application includes only those costs, which correspond to the eligible costs defined in the CM regulations on the implementation of the SO; 3. the planned costs indicated in Annex 3 to the project application do not exceed the cost restrictions defined in Sub-paragraph 30.2 and Paragraph 32 of the CM regulations on the implementation of the SO; 4. the direct and indirect eligible costs indicted in Annex 3 to the project application correspond to the breakdown of costs in direct and indirect costs defined in Paragraphs 29, 30 and 32 of the CM regulations on the implementation of the SO; 5. in case of sub-criterion 1.10.1 if the costs planned in the project application arise directly from the planned activities, those are characterised by the description of project activities and also by the activities of the project implementation and administration staff, which are necessary to ensure the implementation of the project; 6. in case of sub-criterion 1.10.2 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 (paragraphs 1.2, 1.3, 1.4 of the project application), project activities and results to be achieved within them (paragraphs 1.1, 1.5, 1.6 of the project application), monitoring indicators to be achieved within the project (paragraph 1.6 of the project application), project implementation capacity (paragraph 2.1 of the project application), time planning of the project (information in Annex 1 to the project application), publicity (section 5 of the project application); 7. in case of sub-criterion 1.10.3, 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 does not meet all the set requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to make respective clarifications in the project application. | | |
| 1.11. | The project implementation deadlines correspond to the project implementation period set by the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”**, if:   1. the activities planned in the project have not been started earlier than specified in Sub-paragraphs 38.1 and 38.2 and Paragraph 39 of the CM regulations on the implementation of the SO; 2. the project implementation deadline does not exceed the project implementation period set in Paragraph 43 of the CM regulations on the implementation of the SO, i.e. no later than until 30 November 2023; 3. the mutual compliance of the financing plan with the project implementation period specified in Annex 2 to the project application has been ensured.   If the information specified in the project application fully or partially does not comply with the above mentioned requirements, the project application is evaluated as “**Yes, under condition**”, and the condition is set to clarify the duration of implementation of the project or planning of support activities by quarters, or planning of funding by years, ensuring harmonised information in related sections of the project application. | | |
| 1.12. | The project objective corresponds to the objective stated in the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”**, if the information specified in paragraph 1.2 of the project application and also information specified in other sections of the project application, including activities planned within the project are aimed at the achievement of the objective set in CM regulations on the implementation of the SO – to improve the quality of content of study programmes of higher education institutions and, using the resources available in an efficient way, to ensure better governance of higher education institutions and improvement of competencies and skills of management staff.  If the information specified in the project application fully or partially does not comply with the above mentioned requirement, the project application is evaluated as “**Yes, under condition**” and the condition is set to clarify the project objective to make it aimed at the achievement of the goal set in Paragraph 3 of the CM regulations on the implementation of the SO. | | |
| 1.13. | The results to be achieved and monitoring indicators are precisely defined in the project application, they are justified, measurable and foster the achievement of indicators set by the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”**, if:   1. if each project activity specified in paragraph 1.5 of the project application has a justified (clearly derives from the corresponding project activity), precisely defined and measurable result; 2. paragraph 1.6 of the project application states a justified (clearly derives from the project activities), precisely defined and measurable monitoring indicators. They are directed towards the achievement of monitoring indicators defined in Paragraph 5 of the CM regulations on the implementation of the SO.   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 following conditions:   * to clarify paragraph 1.5 of the project application specifying a justified, precisely defined or measurable result for each project activity; * to clarify paragraph 1.6 of the project application specifying justified, precisely defined and measurable monitoring indicators. | | |
| 1.14. | Project activities planned in the application:  1.14.1. correspond to those set by the CM regulations on the implementation of the SO and provide for a link to the relevant eligible activities;  1.14.2. are precisely defined and justified, and address the problems defined by the project;  1.14.3. are clear and realistic, with precisely defined deadlines and results. | A | **The evaluation** of the criterion included in Sub-paragraph 1.14.1 **is “Yes”**, if paragraph 1.5 of the project application complies with the eligible activities defined in Paragraphs 20, 21, 22, 24, 25, 26, 27 and 28 of the CM regulations on the implementation of the SO.  **The evaluation** of the criterion included in Sub-paragraph 1.14.2 **is “Yes”**, if:   1. project activities are accurately defined, i.e. the content of the activities can be figured out from names of the activities; 2. project activities are justified, i.e. they directly influence the achievement of project objective, results and indicators. The achievement of the project objective, results and indicators is impossible without any of the activities. Descriptions of all activities justify their need, describe actions planned within their scope; 3. project activities are aimed at the resolution of problems described in paragraph 1.3 of the project application. The activities planned within the project envisage logical and sound preparation, implementation, evaluation, post-monitoring and result dissemination stages.   **The evaluation** of the criterion included in Sub-paragraph 1.14.3 **is “Yes”**, if the actions indicated in paragraph 1.5 (and other sections, if applicable) are clear and realistic, with precisely defined deadlines and results and certify the logical and sound planning capability and envisages respective preparation, implementation, evaluation, post-monitoring and result dissemination stages.  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 following conditions:   1. in case of the criterion included in Sub-paragraph 1.14.1 – to clarify paragraph 1.5 of the project application, indicating project activities and their descriptions in accordance with the eligible activities defined in Paragraph 20, 21, 22, 24, 25, 26, 27 and 28 of the CM regulations on the implementation of the SO; 2. in case of the criterion included in Sub-paragraph 1.14.2 – to clarify project activities or their description, thus ensuring that they directly affect the achievement of project objective, results or indicators or they are aimed at the resolution of problems described in paragraph 1.3 of the project application; 3. in case of the criterion included in Sub-paragraph 1.14.3 – to clarify project activities or their descriptions, thus ensuring that they are clear and realistic, with precisely defined deadlines and results. | | |
| 1.15. | The publicity and information measures planned in the project application comply with the conditions of the General Regulation[[1]](#footnote-1) and Regulations No. 87 of the Cabinet of Ministers of 17 February 2015 “Procedures 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”. | A | **The evaluation is “Yes”**, if section 5 of the project application states information and publicity measures 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 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”.  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. | | |
| 1.16. | 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 paragraph 2.4 (and in other sections, if applicable) of the project application, including management and staff risks (including problems of availability of properly qualified human resources, communication and cooperation between project management and implementation staff), financial risks (including inadequately planned financial flow, accounting/posting risk, possible cost increase risk), implementation risks (incl. fitting of the implementation of the project in the intended time schedule, implementation of recommendations from the international peer review, communication and cooperation between structural units involved, successful activity of “Change agents”, actual implementation of the governance optimisation, etc.), legal risks (including breach of contractual obligations, inadequate conduct of procurement procedures), risks of achievement and administration of results and monitoring indicators, the impact (high, medium, low) and probability (high, medium, low) of each risk is set out and explained, 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 comply with the above mentioned requirements, the evaluation is **“Yes, under condition”,** setting the condition to supplement/clarify the project application. | | |
| 1.17. | The project cooperation partner (if applicable) indicated in the application meets the requirements of the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”**, the project cooperation partner(s) (if applicable) indicated in the application meets the requirements defined in Paragraph 14 of the CM regulations on the implementation of the SO.  If the project application in whole or in part does not comply with all the above mentioned requirements, **the evaluation is “Yes, under condition”**,at the same timesetting the condition to envisage in the implementation of the project the cooperation partners, which meet the requirements set in Paragraph 14 of the CM regulations on the implementation of the SO. | | |
| 1.18. | The project application defines the project cooperation partners’ activities planned within the project and they comply with the eligible activities (if applicable) under the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”**, if the project application defines the project cooperation partner’s activities planned within the project and they comply with the eligible activities (if applicable) defined in Paragraphs 20, 21, 22, 24, 25, 26, 27 and 28 of the CM regulations on the implementation of the SO.  If the project application in whole or in part does not meet all the set requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to make respective clarifications in the project application. | | |
| **2. SPECIFIC ELIGIBILITY CRITERIA** | | **Impact of the criterion on decision-making**  (A/R) | **Explanation of determination of eligibility** | | |
| **2.1.** | The project application defines the problem to be addressed and justifies the needs of the target group selected. | A | **The evaluation is “Yes”**, if the project application (paragraphs 1.3 and 1.4) defines the problem to be addressed and justifies the needs of the target group selected.  If the project application in whole or in part does not comply with the above mentioned requirements, **the evaluation is “Yes, under condition”**, setting the condition to supplement/clarify the project application. | | |
| **2.2.** | The project ***Work Programme has been developed in strategic partnership*** with stakeholders involved:  2.2.1. scientific institutions involved in supporting the development of masters’ and doctoral research papers of the relevant higher education institution (at least two leading, admitting the largest number of students);  2.2.2. the student organisation (student self-governance body, student parliament etc.) of the higher education institution concerned;  2.2.3. leading industry associations corresponding to the higher education institution’s profile. | R | **The evaluation is “Yes”**, if the ***Work Programme*** appended to the project, for the implementation of which the support within the scope of the project is intended, has been developed in strategic partnership with stakeholders involved:   * scientific institutions involved in supporting the development of masters’ and doctoral research papers of the relevant higher education institution (at least two leading, admitting the largest number of students). This sub-criterion is not eligible and applicable, if such a partnership is impossible for the project applicant (for example, due to the specifics of its primary activity). In this case the project applicant should provide a justified, incl. verifiable, information about the non-existence of such a partnership, in the project application; * the student organisation (student self-governance body, student parliament etc.) of the higher education institution concerned; * leading industry associations corresponding to the higher education institution’s profile; * includes a link to the teacher education development plan developed by the higher education institution, which was submitted within the scope of SO 8.2.1 “To Reduce Fragmentation of Study Programmes and to Strengthen Sharing of Resources” (is applicable only to those higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and apply for the fixed target funding for the implementation of teacher education governance improvement measures).   The project applicant specifies information in paragraph 1.3 of the project application, in strategic partnership with which stakeholders involved the Work Programme has been developed. Joint development with the said stakeholders involved can be confirmed, for instance, by extracts from meeting minutes, certified copies of coordination letters.  The work programme includes a detailed content and organisational description of the activities planned within the scope of the project, including:   * a description of measures at each stage of implementation of the project – preparation, implementation, supervision and distribution of results; * the goal of the project, the scope of activities to be supported and the time schedule; * characteristics of the capacity of project implementation management and implementation staff, information about planned cooperation partners and their involvement in the implementation of the planned activities.   The higher education institutions, which are project applicants for 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 the R&D Infrastructure in Fields of Smart Specialisation and Strengthening of Institutional Capacity of Scientific Institutions”, should coordinate the Work Programme with at least the following industry associations:   |  |  | | --- | --- | | **HEI** | **Industry professional organisations** | | Jāzeps Vītols Latvian Academy of Music (JVLMA) | * Latvian Music Development Association / Latvian Music Export Office | | Latvian Academy of Culture (LKA) | * The Latvian Film Producers Association | | Latvian Academy of Sports Education (LSPA) | * The Latvian Association of Physiotherapists * Latvian Rehabilitation Board | | Latvia University of Life Sciences and Technologies (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 * Latvian Agricultural Organization Cooperation Council (LAOCC) * Latvian Federation of Food Companies (LFFC) * Latvian Forest Industries Federation, Latvian Forest Owners’ Association * Latvian Association of Independent Timber Harvesting Companies | | Art Academy of Latvia (LMA) | * The Association of Latvian Printing Companies * Latvian Fashion Chamber | | Daugavpils University (DU) | * MASOC * The Latvian Association of Physiotherapists * The Association of Latvian Printing Companies * The 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 * Latvian Aviation Association * LETERA * LAKIFA | | Rezekne Academy of Technologies (RTA) | * LETERA * LIKTA | | Riga Stradiņš University (RSU) | * LAKIFA * The 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 * The Association of Latvian Printing Companies * Latvian Nurses Association * Latvian Medical Association | | Ventspils University College (VeA) | * LIKTA * LETERA | | Vidzeme University of Applied Sciences (ViA) | * LIKTA * LETERA | | Liepaja University (LiepU) | * LIKTA |   Higher education institutions can coordinate their Work Programmes also with other industry associations, which are not specified in the table above. In such case, a higher education institution justifies in paragraph 1.3 of the project application why the work programme was coordinated with this particular industry association.  **The evaluation is “No”,** is the project ***Work Programme*** has not been developed in strategic partnership with scientific institutions, student organisations of the higher education institution or leading industry associations. | | |
| **2.3.** | The Work Programme of the project applicationis accompanied by description of participating institutions and CVs of the staff involved in the project implementation. | A | **The evaluation is “Yes”**, if the Work Programme appended to the project application is accompanied by description of participating institutions and CVs of the leading staff involved in the project implementation.  *The Work Programme appended to the project application, which includes more detailed information about the activities planned within the project, including the description of participating institutions and CVs of the leading staff involved in the implementation of the project (at least of the project manager and the staff responsible for the thematic blocks planned within the project (the supported activities specified in Paragraph 20 of the CM regulations on the implementation of the SO)) for the achievement of the objective and results defined in the project application. The Work Programme according to the quality criteria 3.1, 3.2, 3.3 and 3.4 is evaluated by the experts included in the database of European Commission experts.*  **The evaluation is “Yes, under condition”**, if any of the following documents is not attached to the project application: description of participating institutions and CVs of the leading staff involved in the project implementation. | | |
| **2.4.** | The project Work Programme provides for: | A | **The evaluation** in **sub-criterion 2.4.1 is “Yes”**, if the Work Programme provides that a detailed ***change management and implementation plan for modernisation of the supply of study programmes*** has been developed and implemented within the project:   * which is agreed with the relevant professional industry organisations; * which will be implemented under the management of “change agents”; * which among other things will provide for implementation of student initiatives to improve the content of study programmes; * which is subject to international peer-review, recommendations of which are taken into account in the improvement of the said plan and practical implementation of the improvements.   The activities and measures planned within the project application and the Work Programme appended as annex thereto:   * should be **based on the previous feasibility study** and the **analysis of the existing situation** (it should be reflected in the Work Programme or appended annexes); * should provide a **clear,** **thought-out, justified and strategic vision** in essence about the activities planned for the achievement of objectives of the higher education institution, introducing its development strategy, which envisages mobilisation of internal and external resources for modernisation of study programmes and for the implementation of the research programme, integrating study and research processes, as well as reducing fragmentation of structures; * programme implementation stages (preparation, implementation, monitoring and dissemination of results), improvement of the supply of studies and its alignment with the industry development needs, improvement of governance and internal quality systems, implementation of e-solutions should be provided for in order to promote an increase in the quality and competitiveness of the higher education institutions, as well as internationalisation; * should include a link to the teacher education development plan developed by the higher education institution, which was submitted within the scope of SO 8.2.1 “To reduce fragmentation of study programmes and to strengthen sharing of resources” (is applicable only to those higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and apply for the fixed target funding for the implementation of teacher education governance improvement measures).   The Work Programme should provide a description of the supported activities implemented within SO 8.2.3, which, inter alia, include planning of implementation of planned activities, results to be achieved within each planned activity, the time schedule of implementation of planned activities, information about the strategic partnership and the involvement of cooperation partners in the implementation of the activities, resources necessary for the implementation of activities (human resources, financial resources, infrastructure resources, etc.), classifying planned measures and activities according to the thematic blocks of supported activities defined in Paragraph 20 of the CM regulations on the implementation of the SO, i.e.:   * improvement of content of existing study programmes and its alignment with industry development needs; * improvement of organisational and governance structures of a higher education institution; * improvement of the quality management system of a higher education institution; * development, improvement and implementation of e-solutions; * improvement of competencies of management staff of a higher education institution.   At the time of implementation of the project with regard to the *modernisation of supply of study programmes* the study programme should include a clear and justified strategic vision about the volume/scope of the planned modernisation, integration with research, content directions (content, structural changes to be made), implementation and change management measures to be implemented, including clearly defining the results to be achieved, key parties involved, necessary resources and their availability, quality management procedures. The information should be detailed to such an extent to ensure the evaluation of the project application according to the set quality criteria. The detailed *Change management and implementation plan for modernisation of the supply of study programmes*, which should be developed and introduced during the implementation of the project, which, in turn, should reflect a detailed plan of activities to be implemented, their time schedule, interim results and results to be achieved, responsible persons, implementation conditions, applicable methods, etc., to fulfil strategic settings of modernisation of study programmes qualitatively and in the specified scope and within the set deadlines.   * *Definition: “Change agent” – a person, who is responsible for the planning and implementation of changes in the higher education institution, which is an integral part of the knowledge governance process.* * *A “change agent” can be a member of management or academic staff employed by the higher education institution, a researcher, an merchant’s representative, a student or a foreign expert.* * *Higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and applies to the fixed target funding for the implementation of teacher education governance improvement measures, separate “change agents” should be planned separately in the project application, whose activity will be aimed at the implementation of teacher education governance improvement measures.* * *Higher education institutions should justify in their project application based on which selection principles (for example, necessary competencies, professional experience and other criteria) it was determined whether the “change agents” involved in the implementation of the projects would be selected.*   If annex “Work Programme” to the project application in whole or in part does not comply with all the above mentioned requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to supplement/clarify the project application.  **The evaluation** in sub-criterion 2.4.2 **is “Yes”,** if the Work Programme envisages that governance improvements developed and made within the project are intended to be subjected to the international peer review, recommendations of which will be taken into account,in order to improve the governance improvement measures taken by higher education institutions and their practical implementation.  If annex “Work Programme” to the project application in whole or in part does not comply with all the above mentioned requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to supplement/clarify the project application.  **The evaluation** in sub-criterion 2.4.3 **is “Yes”,** if the Work Programme envisages that within the project it is intended take into consideration the recommendations of the international peer review about the improvements developed and made in the project for the ***improvement of the internal quality management system*** of the higher education institution, including envisages participation in higher education excellence networks to improve the improvement measures taken and their practical implementation. Including participation in international professional cooperation networks of teachers (is applicable only to those higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and apply to the fixed target funding for the implementation teacher education governance improvement measures).  If annex “Work Programme” to the project application in whole or in part does not comply with all the above mentioned requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to supplement/clarify the project application.  **The evaluation** in sub-criterion 2.4.4 **is “Yes”,** if the Work Programme envisages that within the project it is intended take into consideration the recommendations of the international peer review about the improvements developed and made in the project for ***e-solutions*** to increase the efficiency and the quality of studies. Implementation of at least the following ***e-solutions*** is envisaged within the project to improve the efficiency and quality of studies:   * development of a comprehensive governance information system; * e-sharing solutions with other higher education and scientific institutions; * digitalisation solutions and e-learning solutions. * The Work Programme provides a justification that the higher education institution has studied the supply of existing information systems, including the State Education Information System (VIIS) to obtain assurance that existing information systems do not offer equivalent solutions to increase efficiency and quality, as well as functionalities of developed e-solutions will not overlap with existing information systems, but will be mutually complementing and integrated.   If annex “Work Programme” to the project application in whole or in part does not comply with all the above mentioned requirements, the evaluation is **“Yes, under condition”**, at the same time setting the condition to supplement/clarify the project application. | | |
| 2.4.1. A detailed ***change management and implementation plan for modernisation of the supply of study programmes*** developed within the project:  2.4.1.1. which is agreed with the relevant professional industry organisations;  2.4.1.2. which is implemented under the management of “change agents”;  2.4.1.3. which among other things provides for implementation of student initiatives to improve the content of study programmes;  2.4.1.4. which is subject to international **peer-review**, recommendations of which are taken into account in the improvement of the said plan and practical implementation of the improvements; |
| 2.4.2. The ***governance improvements designed and introduced*** within the project are subject to international **peer-review**, the recommendations of which are taken into account in the development of governance improvement measures and practical implementation of the improvements. |
| 2.4.3. The improvements designed and introduced within the project to ***develop the internal quality management system*** are subject to international **peer-review**, the recommendations of which are taken into account in the development of improvement measures and practical implementation of the improvements. |
| 2.4.4. Implementation of at least the following ***e-solutions*** is planned within the project to improve the efficiency and quality of studies:  2.4.4.1. development of a comprehensive governance information system;  2.4.4.2. e-sharing solutions with other higher education and scientific institutions;  2.4.4.3. digitalisation and e-learning solutions;  2.4.4.4. the *e-solutions* introduced within the project are subject to international **peer-review**, the recommendations of which are taken into account in the development of the said improvement measures and practical implementation of the improvements. |
| **2.5.** | The project application shows that the higher education institution has created an organisational structure which fulfils the tasks of attracting and supporting foreign students in a transparent and efficient manner, and is capable of operating in a strategic and coordinated way. | A | **The evaluation is “Yes”**, if the project application (section 1.3 and other sections, if applicable) justifies that the higher education institution has created an organisational structure, which transparently and effectively fulfils foreign students attraction and support tasks, is able to act in a strategic and coordinated way, including an internal procedure has been developed, according to which the higher education institution organises attraction of foreign students, the website of the higher education institution provides a readily available, illustrative and up-to-date information in English about the study supply and research opportunities in the higher education institution, as well as about the possibilities of stay in Latvia, the higher education institution is conveniently accessible from a distance, etc.   * The criterion applies also to the cooperation partner, which is a higher education institution (university, college).   If the project application in whole or in part does not comply with all the above mentioned requirements, **the evaluation is “Yes, under condition”,** at the same time setting the condition to supplement/clarify the project application. | | |
| **2.6.** | The project implementation contributes to the achievement of the results specified by the CM regulations on the implementation of the SO. | A | **The evaluation is “Yes”,** if the project implementation contributes to the achievement of the results defined in Paragraph 5 of the CM regulations on the implementation of the SO.  If the project application in whole or in part does not comply with all the above mentioned requirements, **the evaluation is “Yes, under condition”**, at the same time setting the condition to justify the contribution of the implementation of the project to the achievement of the results defined in Paragraph 5 of the CM regulations on the implementation of the SO. | | |
| **2.7.** | The project application describes the project management, implementation and monitoring system and its required resources (number of staff to be involved, their qualifications and responsibilities, and the available material and technical base), and they are adequate for the needs of the project | A | **The evaluation is “Yes”**, if section 2 of the project application sufficiently characterises the administration, implementation and financial (administrative) capacity necessary for the implementation of the project applicant’s project.  The project management capacity is sufficient, if the project application includes information on:   1. specialists necessary for the implementation of the project (the position occupied by them, for example, project manager, assistant, accountant, etc.); 2. duties of specialists in project management broken down by main functions and clear content differences of functions among specialists; 3. qualification and experience specialists need, i.e. education, its area and level of professional qualification, experience within the scope of the project in areas of performed duties. There is no need to provide details in job descriptions, but on the basis of the provided information it can be possible to state that the necessary qualification and skills indicated for the specialists are relevant for the performance of the duties defined in the project, for example, if organisation of procurement procedures is defined as a duty, then the experience should also include the implementation of procurement procedures 4. a justification for determination of the number of specialists; 5. a project management system (which activities are planned to ensure successful implementation of the project, which monitoring tools are planned to ensure project management quality and control, etc.); 6. material and technical supplies necessary for project management, incl. names, numbers of units of necessary material and technical means, indicating what the project applicant has at its disposal and what is planned to be purchased or leased within the framework of the project, as well as the precise type of attraction of material and technical supplies.   The project implementation capacity is sufficient, if the project application includes information on the project applicant’s:   1. specialists necessary for the implementation of project activities (the position occupied by them, for example, coordinator of project activities, coordinating expert, etc.); 2. duties of specialists in the implementation of the project broken down by main functions and clear content differences of functions among specialists; qualification and experience specialists need (education, its area and level of professional qualification, experience within the scope of the project in areas of performed duties); 3. the number of employees with respective qualifications; 4. a justification for determination of the number of specialists; 5. a project implementation system – a description of the project implementation system (how cooperation between project implementation and management staff, which monitoring tools are planned to ensure project implementation quality and control, etc.); 6. material and technical supplies necessary for project implementation, incl. names, numbers of units of necessary material and technical means, indicating what the project applicant has at its disposal and what is planned to be purchased or leased within the framework of the project (indicating also the precise type of attraction of material and technical supplies).   The financial capacity of the project applicants, having a status of a derived public person agency, 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 Social Fund and state budget co-funding intended for the project.  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 Social Fund and state budget co-funding intended for the project. The financial capacity of a university established by a private person or a college established by a private person is deemed to be sufficient, if the information provided in Paragraph 2.1 of the project application about the funds available to the university established by a private person 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.  If the project application in whole or in part does not comply with these requirements, the evaluation is **“Yes, under condition”**, at the same time setting the condition to clarify the project application. | | |
| **3. QUALITY CRITERIA[[2]](#footnote-2)** | | **Evaluation system** | | | |
| **Maximum score to be obtained and scoring procedure** | **Minimum score required** | **Explanation of determination of eligibility** | |
| **3.1. Relevance of the project (evaluated by experts from the database of experts of the European Commission)** | | | | | |
| **3.1.1.** | **Objective:**  The project corresponds to the objectives and priorities of Latvian Higher Education Policy and Smart Specialisation Strategy. | **0-5**  (Evaluation unit – 0.5 points) | At least **4**points must be scored | *Foreign experts evaluate separately sections of the project application and those sections/information, which are aimed at the improvement of teacher education governance (is applicable to higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and apply to the fixed target funding for the implementation of teacher education governance improvement measures).*  The Work Programme and/or paragraph 1.3 of the project application should explain, which is the main idea and assumptions of the submitted project application, which are based on the analysis of the current situation conducted by the project applicant and the cooperation partner (if applicable), problems to be resolved within the scope of the project application and for identification of the planned activities.  The project applicant should indicate and explain compliance of the project with strategic objectives of the industry. Taking into account that according to the industry development planning documents strategic objectives of the area of higher education include the development of research-based higher education, more effective governance of higher education institutions, consolidation and sharing of resources, and competitiveness of higher education institutions, including internationalisation, and compliance of the study content with labour market development needs. The compliance justification should also take into account conclusions and recommendations of the Assessment of the Quality, Cooperation and Sustainability of Study Programmes (<http://www.aip.lv/ESF_par_projektu.htm>) and the International Assessment of Scientific Institution (http://www.izm.gov.lv/lv/zinatnisko-instituciju-starptautiskais-izvertejums).  A justification of compliance of the project should be provided:   * with at least one or more growth priorities set in the Smart Specialisation Strategy of Latvia (see description of growth priorities in annex 1 to this methodology); * sub-objectives and sub-objective action lines, defined challenges and problems to be resolved defined in the Education Development Guidelines 2014–2020[[3]](#footnote-3):  1. *Action lines of the sub-objective “Education environment: to increase the quality of education environment by improving the content and developing proper infrastructure”:*    1. *Improvement of the education content oriented to competences in demand in a knowledge society, promotion of creativity, innovation and healthy lifestyle; [In the area of higher education, within this action line it is planned to improve the content of higher education and classification of study programmes, implementing higher education restructuring measures (..)]*    2. *Increase of motivation and professional capacity of teachers and academic staff; [Measures are planned in the context of higher education, which are aimed at the attraction of human resources, strengthening both the capacity of Latvian academic staff and attracting foreign teaching staff, which will improve competitiveness of higher education and foster internationalisation. (..)];*    3. *Ensuring the education environment and the education process compliant with the 21st century; [Modernisation of infrastructure and equipment (..)];*    4. *Implementation of the principle of inclusive education and reduction of the risk of social exclusion;* 2. *Action lines of the sub-objective “Skills of individuals: to promote value education based development of professional and social skills of an individual for life and competitiveness in the work environment”:*    1. *Development of a career education system and availability of services;*    2. *Reduction of the number of early school leavers and non-graduates;*    3. *Extension of possibilities beyond formal education and availability to children and youths;*    4. *Extension of education possibilities for adults.* 3. *Action lines of the sub-objective “Effective management: to improve the efficiency of resource management developing institutional excellence of educational institutions”:*    1. *Improvement of the education quality monitoring system;*    2. *Effective governance of financial resources of education. [Development and implementation of a new higher education funding model is envisaged, which will ensure available, qualitative higher education meeting labour market requirements, strengthen the link with science and research, as well as will prevent fragmentation of budget funds (..)];*    3. *Adjustment of network of education institutions;*    4. *International competitiveness of education. [The action line includes support for increasing the quality of studies, incl. attraction of international teaching staff to higher education institutions. Mutual cooperation between HEIs, incl. colleges, will be supported, consolidation of HEI resources and closer integration of study programmes with industry will be promoted. Support for consolidation of study programmes, improvement of governance, institutional excellence, development and approbation of study programmes in EU languages is envisaged. Within the scope of the action line support for the development of academic staff of HEIs and colleges, attraction of new academic staff and foreign colleague is provided (..)].*   *The Ministry of Education and Science has published a study implemented within the scope of project No. 8.3.6.1/16/I/001 of the European Social Fund of the World Bank “Participation in international education studies” about the actual status of internal financing models and internal governance activities in Latvian higher education institutions (status quo) (*[*http://www.izm.gov.lv/images/izglitiba\_augst/Pasaules\_Banka/LV\_2nd\_HEd\_RAS\_Ph1\_Status\_Quo\_Report\_EXT\_FINAL\_13Feb17.pdf*](http://www.izm.gov.lv/images/izglitiba_augst/Pasaules_Banka/LV_2nd_HEd_RAS_Ph1_Status_Quo_Report_EXT_FINAL_13Feb17.pdf)*) and recommendations for the improvement of internal funding models and governance in Latvian higher education institutions (*[*http://www.izm.gov.lv/images/izglitiba\_augst/Pasaules\_Banka/Internal\_Funding\_and\_Governance\_in\_Latvian\_Higher\_Education\_Institutions-Recommendations.pdf*](http://www.izm.gov.lv/images/izglitiba_augst/Pasaules_Banka/Internal_Funding_and_Governance_in_Latvian_Higher_Education_Institutions-Recommendations.pdf)*).*  *The Ministry of Education and Science has published analytical descriptions of smart specialisation areas and an explanation of their contribution to the implementation of axes of transformation of the national economy and growth priorities defined in Smart Specialisation Strategy of Latvia*  *(*[*http://viaa.gov.lv/lat/zinatnes\_inovacijas\_progr/viedas\_specializacijas\_iev/viedas\_spec\_ieviesana/?tl\_id=21474&tls\_id=43298*](http://viaa.gov.lv/lat/zinatnes_inovacijas_progr/viedas_specializacijas_iev/viedas_spec_ieviesana/?tl_id=21474&tls_id=43298)*). These materials should be used as support documents in the evaluation of project applications.*  The objective/-s[[4]](#footnote-4) must be clearly defined, measurable (results and their numerical values, the presence or absence of which should be detected at the end of the project implementation, are clearly identified) and be actually achieved during the implementation of the project. The objective/-s must be harmonised with the project result to be achieved and its intended use and impact of the project.  The Work Programme and/or paragraph 1.3 of the project application describes the internal logic and conditions of implementation of the ***Work Programme***, which creates assurance about its ability to ensure:   * effective governance of the higher education institution, observing introduction of good and smart governance according to the best international practice; * improvement of the internal financing model, which fosters the orientation of each individual towards achievements and the achievement of general strategic objectives of the higher education institution, as well as reduction of fragmentation of the internal structure and increase in the efficiency of decision-making; * implementation of measures for the improvement of the internal quality system, * promotion of international competitiveness of higher education and availability of higher education to different community groups, including the development of the supply of adult education; * improvement of the quality of content of study programmes of higher education, integration with research and alignment with industry development needs (including the development of research-based and student-centred approach, basic and transversal competences, the use of ICT solutions, development of innovative sources and methods); * impact on the increase of human capital rooted in Latvia and globally interlinked and make a contribution to the achievement of objectives of the Smart Specialisation Strategy of Latvia, as well as will promote the achievement of objective of the Latvian higher education policy according to the Education Development Guidelines 2014-2020; * defining clear results of the ***Work Programme***, which arise from the activities planned within the project and therefore the link with planned project implementation stages, and ensures the achievement of the objective defined in the project; * its implementation and management and implementation staff of the project applicant and the cooperation partner (if applicable) involved in it will foster the achievement of the results planned within the project.   *At the level of institution, governance creates a system, within the framework of which the operation of the institution is managed, i.e., it is a set of principles and conditions, according to which:*   * *objectives of the institution are defined and achieved;* * *activities performed by the institution and financial risks are defined, evaluated and monitored;* * *the achievement and evaluation of results is managed.*   *Good governance is consensus-oriented governance, where the decision-making process is not authoritative, but open and friendly for wider participation. Good governance includes observation of the principle of the rule of law, respect of law and human right, it is also effective and aims to improve the quality of services, is responsive to proposals how to achieve this in a better way. Publicly elected officials are ready to report their decisions and the decision-making process is transparent and clearly understandable. The* [*United Nations*](https://lv.wikipedia.org/wiki/Apvienoto_Nāciju_Organizācija)  *(UN) has defined eight characteristics of good governance, i.e.:*   1. *accountability;* 2. *coherence;* 3. *consensus oriented;* 4. *effectiveness and efficiency;* 5. *equity and inclusiveness;* 6. *participation;* 7. *responsiveness;* 8. *rule of law;* 9. *transparency.*   *Information material published by the United Nations “What is Good Governance?”* [*http://www.unescap.org/sites/default/files/good-governance.pdf*](http://www.unescap.org/sites/default/files/good-governance.pdf)  Recommendations for better governance of Latvian higher education institutions are included in the above mentioned World Bank’s *recommendations for the improvement of internal funding models and governance in Latvian higher education institutions (*[*http://www.izm.gov.lv/images/izglitiba\_augst/Pasaules\_Banka/Internal\_Funding\_and\_Governance\_in\_Latvian\_Higher\_Education\_Institutions-Recommendations.pdf*](http://www.izm.gov.lv/images/izglitiba_augst/Pasaules_Banka/Internal_Funding_and_Governance_in_Latvian_Higher_Education_Institutions-Recommendations.pdf)*).*  In the Work Programme and/or paragraph 2.5 of the project application the project applicant provides information on synergy and complementarity of the planned supported activities within the scope of the project with other initiatives (for example, cooperation contracts, agreements with other institutions, preliminary works, foreruns, etc.) and project-related activities planned in the project application, which are or have been implemented, as well as planned projects, which are under evaluation. Also those projects can be indicated, where HEI is involved as a cooperation partner in the projects implemented by other institutions, for example:   * sub-activity 2.1.1.3.3 “Development of Institutional Capacity of Scientific Institutions” of European Union Structural Funds for 2007-2013 programming period; * other programmes of the European Union Structural Funds for 2014-2020 programming period, for example, with: * activity 1.1.1.4 “Development of R&D Infrastructure in Fields of Smart Specialization and Strengthening of Institutional Capacity of Scientific Institutions”; * SO 8.2.1 “To Reduce Fragmentation of Study Programmes and to Strengthen Sharing of Resources”; * SO 8.2.2 “To Strengthen Academic Staff of Higher Education Institutions in the Areas of Strategic Specialisation”; * European Union education, training, youth and sport programme *Erasmus+* for 2014-2020; * European Union research and innovation support programme “Horizon 2020”; * and other initiatives and programmes.   The Work Programme and/or paragraph 1.3 of the project application should describe whether project results will be innovative and whether innovative work methods will be used to achieve the results specified in the project application, for example, to develop and introduce innovative study and internship methods, to ensure the availability of information and develop innovative solutions for recognition of results of the study process.  If the project application is based on existing innovations or results of other projects, the work programme and/or the project application should show what innovative value added will be obtained as a result of the activities planned in the project application, for example, the quality of study programmes has been improved, existing databases of higher education institutions have been improved and integration with other/new databases has been ensured, etc. | |
| **3.1.2.** | **Consistency / internal logic:**  3.1.2.1. Activities planned within the project are based on realistic and proper/justified analysis of the needs;  3.1.2.2. Objectives and results to be achieved are clearly defined, realistic and focussed on issues relevant to the project applicant’s institution and target groups;  3.1.2.3. Activities planned within the project and their implementation conditions ensure introduction of good and smart governance at higher education institutions according to the best international practice; |
| **3.1.3.** | **Innovation:**  The project takes into account of modern methods and techniques and is intended to achieve project-specific innovative results and solutions; |
| **3.1.4.** | **Complementarity:**  The eligible activities planned within the project have justified synergies and complementarity with other aid programmes fostering development of education and innovation. |
| If the evaluation is below 4 points, the project application is rejected. | | | | | |
| **3.2. Quality of the project design and implementation (evaluated by experts from the database of experts of the European Commission)** | | | | | |
| **3.2.1.** | **Coherence:**  The project reflects a coherent and comprehensive set of activities to meet the needs identified and to achieve the planned results; | **0-5**  (Evaluation unit – 0.5 points) | At least **3.5**points must be scored | | *Foreign experts evaluate separately sections of the project application and those sections/information, which are aimed at the improvement of teacher education governance (is applicable to higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and apply to the fixed target funding for the implementation of teacher education governance improvement measures).*  The Work Programme and/or paragraph 1.3 of the project application provides information that the activities planned within the project and their implantation steps are sound and are defined based on the analysis of the current situation conducted by the project applicant and the cooperation partner (if applicable), enforceable, qualitative and aimed at the achievement of the objective defined in the project application according to the time schedule planned within the project and within the planned funding.  The Work Programme and/or paragraph 1.3 of the project application provides a description of measures at each stage of implementation of the project – preparation, implementation, monitoring, evaluation and dissemination of results.  The Work Programme and/or paragraph 1.3 of the project application provide a detailed description of planned activities and identifies the amount of financial and other necessary resources corresponding to each activity, including necessary human resources, financial resources, infrastructure resources at the disposal of the higher education institution, etc. for the qualitative achievement of project objectives and results.  The Work Programme and/or paragraph 2.2 of the project application provides information about the project implementation quality control measures planned by the project applicant and the cooperation partner, which allows to measure progress, quality of the planned actions and make necessary amendments to ensure the achievement of the goals and results planned in the project application within the scope of the time schedule specified and the funding planned in the project application.  *For example, the project applicant and the cooperation partner (if applicable) create a project implementation monitoring work group, which is responsible for the review, evaluation of the activities planned in the project application and spending of the funding granted to them for the achievement of set objectives and results, at the same time ensuring that the results planned in the project application are implemented according to the time schedule indicated in the project application.* | |
| **3.2.2.** | **Structure:**  The Work Programme is clear, understandable, qualitative and covers all stages (preparation, implementation, monitoring, evaluation and dissemination); |
| **3.2.3.** | **Management:**  Deadlines, organisation, tasks and responsibilities are clearly defined and realistic. The project envisages adequate resources for each activity to reach the project objectives and planned results in a qualitative way; |
| **3.2.4.** | **Quality and financial control:**  Special evaluation arrangements for processes and deliverables ensure that the project will be implemented in high quality, in a timely manner and within the budget. |
| If the evaluation is below 3.5 points, the project application is rejected. | | | | | | |
| **3.3. Quality of the project team and the cooperation arrangements (evaluated by experts from the database of experts of the European Commission)** | | | | | |
| **3.3.1.** | **Implementation capacity:**  3.3.1.1. The project involves mutually complementary cooperation partners (if applicable) with the required specialisation, experience, skills, know-how and management support necessary for successful implementation of the project;  3.3.1.2. The project implementation staff (incl. that of the cooperation partner, if applicable) have the appropriate knowledge, skills, experience and management support to successfully implement all the activities planned within the project and reach the set objective.  3.3.1.3. An adequate and varied range of non-academic partners has been attracted to project implementation to enable use of their diverse experiences and specialisation (foreign experts, technology experts, industry representatives etc.) for quality achievement of the project objectives and results | **0-5**  (Evaluation unit – 0.5 points) | At least **3.5**points must be scored | | *Foreign experts evaluate separately sections of the project application and those sections/information, which are aimed at the improvement of teacher education governance (is applicable to higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and apply to the fixed target funding for the implementation of teacher education governance improvement measures).*  The Work Programme and/or the project application provides information:   * about cooperation partner’s (if applicable) specialisation, experience, skills, know-how and management support, which are necessary for the implementation of the specific planned activities listed in the project application, and a description of the cooperation partner’s (if applicable) planned involvement and expected effect on the achievement of the objective and results defined in the project application (in the work programme and/or paragraph 1.9 of the project application); * about the project applicant’s and cooperation partner’s (if applicable) staff involved in the implementation of the project (describes professional qualification and experience and certifies professional qualification requirements, experience and fitness of the person 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 (in the Work Programme and/or paragraph 2.1 of the project application); * the range of non-academic partners and experts (for example, foreign experts; experts of professional industry organisations; technology experts, representatives of employers; representatives of self-governance bodies of students, etc.), who are planned to be involved for the implementation of the activities planned within the scope of the project and provides an explanation (including a description of their specific competencies, knowledge and skills) for their attraction to ensure the implementation of specific activities planned within the scope of the project (in the Work Programme and/or paragraph 2.1 of the project application).   The Work Programme and/or paragraph 2.2 of the project application describes the contribution of the project applicant and the cooperation partner (if applicable) and their responsibility in the implementation of the activities planned within the scope of the project according to their specialisation, experience, skills and know-how.  The Work Programme and/or paragraph 1.9 of the project application describes planned activities of the project applicant and the cooperation partners (if applicable) are complementing and their overlapping or redundancy is prevented.  The Work Programme and/or paragraph 2.2 of the project application describes the breakdown of activities of the project management and project implementation staff involved in the implementation of the project specifying information about the breakdown of duties, tasks and responsibilities of the staff involved in management and implementation of the project of the project applicant and the cooperation partner (if applicable) according to their competencies, planned activities planned within the scope of the project and contribution to the implementation of the objectives defined in the project application.  The Work Programme and/or paragraph 2.2 of the project application accurately describes and justifies the organisational structure of management of the project applicant and the cooperation partner (if applicable), 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 Work Programme and/or paragraph 2.2 of the project application justifies, why this particular organizational structure and mechanism of decision making process comply with the complexity and scope of the project. | |
| **3.3.2.** | **Partnership:**  The contribution by cooperation partners (if applicable) is appropriate and complementary. Division of areas of responsibility and tasks demonstrates the commitment and active participation of all organisations involved according to their capabilities and the specific area of know-how.  Roles and responsibilities of staff involved in the project implementation are clear, appropriate for quality achievement of the project objectives and results, and affirm the commitment/motivation of all actors involved to participate actively in conformity with their competences and tasks envisaged by the project; |
| **3.3.3.** | **Cooperation arrangements:**  The project application envisages clear arrangements and responsibilities for transparent and effective (quality, operative) decision-making, conflict resolution, reporting and communication between the organisations involved. |
| If the evaluation is below 3.5 points, the project application is rejected. | | | | | | |
| **3.4. Project impact and dissemination of the results (evaluated by experts from the database of experts of the European Commission)** | | | | | |
| **3.4.1.** | **Use:**  The project demonstrates how the results (outcomes) of the project activities will be used by partners and other stakeholders and how the project results will be achieved. The activities are envisaged for evaluation (including through international peer-review) of the achievement and exploitation of the direct project results during and after the project lifetime; | **0-5**  (Evaluation unit – 0.5 points) | At least **3**points must be scored | | *Foreign experts evaluate separately sections of the project application and those sections/information, which are aimed at the improvement of teacher education governance (is applicable to higher education institutions, which implement pedagogic study programmes in the study direction “Education, Pedagogics and Sport” and apply to the fixed target funding for the implementation of teacher education governance improvement measures).*  The Work Programme and/or paragraph 1.3 of 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 (if applicable) institution during and after the project lifetime, as well as provides information on the potential effect of the project in the field of higher education at local, regional, national or European level and the society in general.  In the Work Programme and/or paragraph 1.3 of the project application a communication and publicity plan has been developed that the project applicant and the cooperation partner (if applicable) will ensure the dissemination of the results created within the framework of the project in the project applicant’s institution, in the cooperation partner’s institution (if applicable), as well as to other stakeholders, which, inter alia, describes anticipated target audience reaching and awareness measures (during and after the project lifetime), using clearly defined communication channels, which are the most appropriate for the respective target audience (for example, informative booklets, interviews on radio/TV, conferences, seminars, social media, lectures, and other measures).  The Work Programme and/or paragraph 1.3 of the project application describes how the materials and documents prepared within the framework of the project will be made freely available through open licences[[5]](#footnote-5) to any stakeholder (for example, to project applicant’s academic staff and students, academic staff and students of other HEIs, representatives of scientific institutions, school teachers and other interested persons) (for example, developed material on innovative learning methods and practices, which develop innovation competencies of students, digitalised learning materials and on-line learning materials and other documents developed within the scope of the project).  If any restrictions for the dissemination and free access of information are envisaged, they should be stipulated in the project application. These restrictions should be proportionate and cannot have a serious effect on the dissemination of results.  The Work Programme and/or section 6 of 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 that the structures established within the framework of the project, attracted employees, trained specialists or other project results 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.*   The Work Programme and/or the project application provides information whether and how cooperation with the project cooperation partner (if applicable), with the parties involved in the strategic partnership (scientific institutions, student organisations, leading industry associations) will continue after the completion of implementation of the project. | |
| **3.4.2.** | **Dissemination:**  The project envisages a clear and efficient plan for dissemination of the results and includes appropriate measures, tools and channels to ensure efficient dissemination of the results and outputs among stakeholders and non-participating parties, both during and after the project lifetime; |
| **3.4.3.** | **Impact:**  The project confirms its social and economic relevance and scope (including the impact on participants and project applicants’ institutions during and after the project lifetime; impact outside the organisations and private entities involved, directly participating in the project at local, regional, national or European level). It envisages appropriate measures to monitor progress and evaluate the expected (short- and long-term) impact. |
| **3.4.4.** | **Open access:**  The project describes how the materials and documents prepared will be made freely available and disseminated through open licences, and availability does not contain disproportionate limitations; |
| **3.4.5.** | **Sustainability:**  The project includes appropriate measures and resources to ensure the existence of the partnership, project results and outputs also after its lifetime. |
| If the evaluation is below 3 points, the project application is rejected. | | | | | | |
| **3.5.** | The project application includes measures planned to align with industry development needs the content of STEM study programmes, including medical and creative industries. | **1** | The criterion gives an additional point | | The project should receive **1 point**, if alignment of the content of STEM study programmes (Science, Technology, Engineering and Mathematics, including medical and creative industries) (hereinafter – STEM) with industry development needs is planned within the scope of the project application.  STEM, including medical and creative industries, study programmes, which according to Regulation of the Cabinet of Ministers No. 322 of 13 June 2017 “Regulations on Classification of Latvian Education” include:   1. in the thematic group of education *Life sciences, mathematics and information technology* (code 3rd digit “**4**”); 2. in the thematic group of education *Engineering science, manufacturing and construction* (code 3rd digit “**5**”); 3. in the thematic group of education *Agriculture* (code 3rd digit “**6**”); 4. in the thematic group of education *Health* (code 3rd and 4th digit “**72**”), with the exception of cosmetology; 5. in the thematic group of education *Arts* (code 3rd and 4th digit “**21**”); 6. in the thematic group of education *Environmental protection* (code 3rd and 4th digit “**85**”); 7. in the set of education programmes – restoration.   The project should receive **0 points**, if alignment of the content of existing STEM, including medical and creative industries, study programmes with industry development needs is **not** planned within the scope of the project. | |
| **3.6.** | The project applicant has concluded an agreement with the Ministry of Education and Science on good practice of attracting foreign students and delivering studies. | **2** | The criterion gives an additional points | | The project should receive **2 points**, if the project applicant has concluded an agreement with the Ministry of Education and Science on good practice of attracting foreign students and delivering studies.  The project should receive **0 points**, if the project applicant has not concluded an agreement with the Ministry of Education and Science on good practice of attracting foreign students and delivering studies. | |
| **4. QUALITY CRITERIA FOR HORIZONTAL PRIORITIES** | | **Evaluation system** | | | |
| **Evaluation system — score** | **Minimum score required** | | **Explanation of determination of eligibility** | |
| * 1. **Horizontal priority “Equal opportunities”:** | | ***0-0.5*** | The criterion gives an additional point | | **Sub-criterion is applied and 0.5 point is awarded**, if the project application (including paragraph 3.1) provides information and certain specific activities promoting gender equality, observance of the rights and inclusion of persons with disabilities, non-discrimination for ethnicity are envisaged.  **Sub-criterion is applied and 0 points are awarded**, if the information provided in the project application evidences that no certain specific activities promoting gender equality, observance of the rights and inclusion of persons with disabilities, non-discrimination for ethnicity or age are envisaged in the project. | |
| **4.1.1.** | The specific activities planned within the project promote compliance with the horizontal principle of “Equal opportunities” (gender equality, disability, age and ethnicity); | **0.5** |
| **4.1.2.** | 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** |
| **4.2. Horizontal priority “Sustainable development”:** | | ***0-0.5*** | The criterion gives an additional point | | **Sub-criterion is applied and 0.5 point is awarded**, if paragraph 3.3 of the project application provides information and envisages that training for the management staff of the higher education institution on the application of eco-innovation, green jobs or green public procurement will be carried out.  **Sub-criterion is applied and 0 points are awarded**, if the information provided in the project application evidences that training for the management staff of the higher education institution on the application of eco-innovation, green jobs or green public procurement will not be carried out.  ***Eco-innovation*** *is introduction 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.*  ***Green jobs*** *(hereinafter – GJ) are jobs that contribute to preserve or restore the environment, be they in traditional sectors such as manufacturing and construction, or in new, emerging green sectors such as renewable energy and energy efficiency. (UN International Labour Organization:* [*http://www.ilo.org/global/topics/green-jobs/news/WCMS\_220248/lang--en/index.htm*](http://www.ilo.org/global/topics/green-jobs/news/WCMS_220248/lang--en/index.htm)*). At the enterprise level, green jobs can produce goods or provide services that benefit the environment, yet, green jobs do not necessarily produce environmental goods or services.*  *GJ reduce the impact of companies and economic sectors on the environment to a sustainable level and help to reduce energy, raw materials and water consumption, foster low carbon economy and reduce greenhouse gas emissions. GJ are not just jobs in any of the new sectors, but rather all created jobs, in all sectors that reduce the environmental impact of production processes and products.*  ***Green procurement****[[6]](#footnote-6),[[7]](#footnote-7)**is one of environmental policy instruments along with environmentally friendly technologies, manufacturing of environmentally friendly products and introduction of environment management systems. GP is a systematic integration of environmental conditions, looking at the costs of a product or service throughout its life-cycle* ***–*** *the initial price, operation costs (for example, electricity and water consumption, maintenance), costs of management of generated water, costs of disposal, service life, etc.*  ***Green public procurement*** *is “a process whereby public authorities seek to procure goods, services and works with a reduced environmental impact throughout their life-cycle when compared to goods, services and works with the same primary function that would otherwise be procured[[8]](#footnote-8).* | |
| **4.2.1.** | Training on the application of eco-innovation, green jobs or green public procurement will be carried out within the project; | **0.5** |
| **4.2.2.** | No training on the application of eco-innovation, green jobs or green public procurement will be carried out within the project. | **0** |

Notes:

P – 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;

V – One proper criterion is applied;

S – All proper criteria are applied (by summing up the points awarded to them).

For the assessment of quality criteria 3.1, 3.2, 3.3, 3.4, 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.

Weight of the criteria:

Relevance of the project — **45 %**;

Quality of project design and implementation — **20 %**;

Quality of the project implementation team and the cooperation arrangements — **15 %**;

Project impact and dissemination of the results — **10 %;**

The project application includes measures planned to align with industry development needs the content of STEM study programmes, including medical and creative industries — **3 %;**

The project applicant has concluded an agreement with the Ministry of Education and Science on good practice of attracting foreign students and delivering studies — **3 %**;

Horizontal priority “Equal opportunities” — **2 %**;

Horizontal priority “Sustainable development” — **2 %**.

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/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 (ageing 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. 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 [↑](#footnote-ref-1)
2. Weight of the criteria:

   Relevance of the project — **45 %**;

   Quality of project design and implementation — **20 %**;

   Quality of the project implementation team and the cooperation arrangements — **15 %**;

   Project impact and dissemination of the results — **10 %;**

   The project application includes measures planned to align with industry development needs the content of STEM study programmes, including medical and creative industries — **3 %;**

   The project applicant has concluded an agreement with the Ministry of Education and Science on good practice of attracting foreign students and delivering studies — **3 %**;

   Horizontal priority “Equal opportunities” — **2 %**;

   Horizontal priority “Sustainable development” — **2 %**. [↑](#footnote-ref-2)
3. Education Development Guidelines 2014–2020 - https://likumi.lv/doc.php?id=266406 [↑](#footnote-ref-3)
4. An objective is a comprehensive task, which includes the overall meaning of the work. An objective can be formulated as follows: "to find out", "to learn", "to discover". [↑](#footnote-ref-4)
5. Open data licences are the so-called free licences, which enable the use of the content without asking for an additional permit, because the permit has already been provided in the licence conditions.

   Open data are machine readable data in an open format with such a licence, which enables their repeated use. [↑](#footnote-ref-5)
6. http://www.vidm.gov.lv/lat/darbibas\_veidi/zalais\_publiskais\_iepirkums/files/text/Darb\_jomas//VIDMZinop1\_B%20\_090109.doc [↑](#footnote-ref-6)
7. http://www.vidm.gov.lv/lat/darbibas\_veidi/zalais\_publiskais\_iepirkums/files/text/Darb\_jomas//VIDMZinop2\_C\_090109.doc [↑](#footnote-ref-7)
8. <http://ec.europa.eu/environment/gpp/pdf/handbook_lv.pdf> [↑](#footnote-ref-8)