

**Evaluation form of the Administrative Eligibility Criteria for Research and Innovation
Project (PIP) applications**

Project Application No.:			
Title of project application:			
Project applicant:			
No	Criterion	Execution	Yes/No (not to be added)
1.	the project application is fully completed, formatted and submitted using the information system (Sub-paragraph 19.1 of the Cabinet of Ministers Regulation of 4 September 2018 No 560 "Implementation of National Research Programme Projects" (hereinafter - Cabinet Regulation))	The project application shall be completed and formatted in accordance with: a) Annex 6 "Methodology for the formatting and submission of the application for of the Platform Project" (hereinafter referred to as the "Submission Methodology") to the Regulation. b) Part G of the project application "The 1st stage BioPhot Open Call Application form" c) Part H of the project application "PIP 1st Stage Expert Panel Presentation Template". The project application has been submitted to the information system by the closing date specified in the call for proposals and in point 27 of the Regulation.	
2.	an English translation of the relevant sections of the project application has been submitted in accordance with the requirements of the competition rules (Sub-paragraph 19.2 of the Cabinet Regulation)	Parts of the project application completed in English or Latvian in accordance with point 2 of the Submission Methodology: 1. Part A "General Information" and its sections shall be completed in Latvian and English; 2. Part B "Project description" and part C "Curriculum Vitae" must be completed in English (you may add a Latvian translation); 3. Part D "Declaration by the applicant", 4. Part E "Declaration by the project's scientific partner", 5. Part F "Financial turnover statement form", 6. Part G "The 1st stage BioPhot Open Call Application form" must be completed in English only;" 7. Part H "PIP 1. kārtas ekspertu paneļa prezentācijas veidne" must be completed in English only.	
3.	the requirements of the competition rules concerning the conditions for participation of the research group are fulfilled	The project leader is a scientist. The involved team members are scientists and technicians. Within a call for proposals, the PIP leader and the principal investigators may submit several PIP applications. If a PIP leader submits several PIP applications to the call, the workload of the approved	

	(Sub-paragraph 19.3 of the Cabinet Regulation)	PIP leader shall not exceed one full-time equivalent (1 FTE)	
4.	the project is carried out in a scientific institution which complies with the requirements of the Cabinet Regulations (Sub-paragraph 19.4 of the Cabinet Regulation)	The scientific institution complies with Sub-paragraphs 2.12 and 9.1 of the Cabinet Regulation. Guidelines on eligibility as a research organisation can be found here: https://www.izm.gov.lv/lv/metodika-petniecibas-un-zina-sanu-izplatisanas-organizaciju-statusa-izvertejumam	
5.	if a cooperation partner is involved in the implementation of the project, it complies with the requirements of the Cabinet Regulations and the Rules of Procedure (Sub-paragraph 19.5 of the Cabinet Regulation)	The scientific institution complies with Sub-paragraphs 2.18 and 2.12 of the Cabinet of Ministers' Regulations, subject to Sub-paragraph 9.3 of the Cabinet of Ministers' Regulations. Guidelines on eligibility as a research organisation can be found here: https://www.izm.gov.lv/lv/metodika-petniecibas-un-zina-sanu-izplatisanas-organizaciju-statusa-izvertejumam	
6.	the eligible costs indicated in the project application comply with the requirements set out in the Rules (Sub-paragraph 19.6 of the Cabinet Regulation)	The proportion of eligible costs of the project is in accordance with Paragraph 69 ¹¹² of the MC Regulation (indirect eligible costs are 25% of direct eligible costs, excluding direct eligible costs incurred for external services).	
7.	the project complies with Sub-paragraph 2.1 of the Cabinet Regulation (Sub-paragraph 19.7 of the Cabinet Regulation)	The activities planned in the project application are non-economic activities (Sub-paragraphs 2.1 and 2.2 of the Cabinet of Ministers' Regulation).	
8.	absence of risk of double funding with other public funding sources, including European Union funds, as evidenced by a certificate attached to the project application by the applicant (Sub-paragraph 19.8 of the Cabinet Regulation)	The absence of risk of double funding is confirmed in the declarations of the project coordinator and the cooperation partners (Part D "Declaration by the project applicant" for the project coordinator and Part E "Declaration by the project's scientific partner" for the partner).	
9.	the project application provides for at least the outcome defined in	The project application shall deliver at least the result defined in point 31.4 of the Regulations.	

	point 31.4 of the Regulations		
10	Compliance with Latvian Research and Innovation Strategy for Smart Specialization (RIS3) Biomedicine, medical technologies and bio-pharmacy; Photonics, smart materials, technologies and engineering systems;	In the Part G “The 1st stage BioPhot Open Call Application form”) the relevant RIS3 area is indicated	
The administrative eligibility criteria were assessed by: Date:			