

Ref. Number _____

Evaluation form for the proposed Action

ORGANISATION NAME:	
TITLE OF THE ACTION:	

**Please score each question on the scale from 1 to 5, according to the following table:
(should there be some questions that have no grounds for evaluation, indicate 0)**

Score	Meaning
1	very poor
2	poor
3	adequate
4	good
5	very good

Maximum score: 100

Lowest score limit (60%): 60 points

NOTE:

Please evaluate if the proposal is in accordance with the rules set in the Guidelines for applicants!

		Score
1.	QUALITY	
1.1.	Does the action fulfill the actual need in the community? (Q II.5, II.10)	
1.2.	Will the action encourage changes and solve the problem in the community? (Q II.5, II.10)	
1.3.	Will the community be properly informed about the action? (Q II.15, II.10)	
Total:		

2.	RELEVANCE AND FEASIBILITY OF THE ACTION	
2.1.	Is the proposed action appropriate, feasible and in accordance with the needs of the community? (II.10)	
2.2.	Are the goals realistic? (Q II.11)	
2.3.	Will the enforcement of the action lead to expected results? (Q II.11)	
2.4.	Does the action have clearly defined beneficiaries (structure and number)? (Q.II.10, Q.II.13)	
2.5.	Are the cross cutting issues reflected in the general approach and everyday enforcement of the activity?* (Q.II.17.1)	
2.6.	Does the proposed action tackle the horizontal concerns in the appropriate way?* (Q.II.18, Q.II.19)	
Total:		

3. METHODOLOGY	
3.1. Does the Outcome/s and Outcome Indicator/s of the action correspond to Programme outputs specified in section II.1. of the Guidelines?	
3.2. Does the proposal contain objectively verifiable indicators for the outcome of the action? (Q.II.11)	
3.3. Are the means of verification for measuring and determining the target indicator values clearly explained? (Q.II.11)	
3.4. Are the measures of control intended to verify the performance of internal/external staff appropriate? (Q.II.8)	
Total:	

4. OPERATIONAL CAPACITY	
4.1. Does the applicant have sufficient experience of project management? (Q.II.7)	
4.2. Does the applicant have or is proposing sufficient management capacity (including staff, equipment and ability to handle the budget for the action)? (Q.II.6)	
Total:	

5. COST BENEFIT ANALYSIS	
5.1. Are the costs in line with the actions proposed? (see: budget of the action)	
5.2. Is the ratio between costs and expected results realistic? (see: budget of the action)	
5.3. Does the voluntary work increase the value of the action? (Q.II.14)	
Total:	

6. INNOVATIVITY OF THE ACTION	
6.1. Is the proposed action innovative? (Q.II.15)	
6.2. Can the activity serve as an example to other communities in Croatia? (Q.II.15)	
Total:	

IN TOTAL:	
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* A score of 5 (very good) will only be allocated if the proposal contains specific added-value elements tackling the cross-cutting issues and horizontal concerns respectively referred to under Section I. of the Guidelines (such as promotion of gender equality and equal opportunities, hate-speech etc.)

Comment:

Date:

Signature of the evaluator
