**CRITERIA AND METHODOLOGY FOR EVALUATION OF PROJECT PROPOSALS**

**RENEWABLE ENERGY, ENERGY EFFICIENCY AND ENERGY SECURITY PROGRAMME**

**“Energy efficiency in buildings”**

1. **METHODOLOGY FOR ASSESSMENT**

The Programme Operator of the Renewable Energy, Energy Efficiency and Energy Security Programme shall evaluate the project proposals submitted within the deadline for submission (point 16.3 of the Guidelines for Application), in compliance with these criteria and methodology for evaluation. The evaluation consists of Stage 1: Assessment of the Administrative Compliance and Eligibility (AACE) and Stage 2: Technical and Financial Evaluation (TFE);

The criteria and methodology for evaluation are not subject to change during the evaluation process.

Every Applicant under this procedure may submit only one project proposal. If the same Applicant has submitted more than one project proposal, the Evaluation Committee will only consider the last submitted project proposal and the previous ones will be considered withdrawn.

**STAGE 1: ASSESSMENT OF ADMINISTRATIVE COMPLIANCE AND ELIGIBILITY**

The Programme Operator (PO) shall verify the fulfilment of the criteria for administrative compliance and eligibility based on the information included in the Application Form and its attachments. When performing AACE it is checked whether a project proposal meets all criteria and each criterion is marked with YES, NO or N/A (not applicable).

When the examination of a project proposal reveals a lack of documents and/or non-compliance, a letter shall be sent to the Applicant requesting additional documents/information.  
The deadline for removing inconsistencies specified in the letter is not less than five business days.

The request for provision of documents/information is sent via the Electronic Services Module of UMIS 2020 and the Applicant receives a notification of the request at the e-mail address indicated at the registration of the user that submitted the project proposal. Therefore no changes can be made in the profile of the Applicant in UMIS 2020.

**STAGE 2: TECHNICAL AND FINANCIAL EVALUATION**

The technical and financial evaluation is based on specific criteria that are in line with the specificity of this call for proposals.   
The Programme Operator will check and assess the information included in the Application Form and the documents attached to it.

During the assessment process, the PO reserves the right to request clarifications and additional documentary evidence that may prove necessary.

1. **CRITERIA FOR ASSESSMENT OF PROJECT PROPOSALS**
2. **ADMINISTRATIVE COMPLIANCE AND ELIGIBILITY**

| **Criteria** | **YES** | **NO** | **N/A** | **Documental Proofs** | **Remarks:** |
| --- | --- | --- | --- | --- | --- |
| **CRITERIA FOR ASSESSMENT OF ADMINISTRATIVE COMPLIANCE** | | | | | |
| 1. The Application form of the project proposal was submitted within the deadline through the UMIS 2020 system. |  |  |  | UMIS 2020, Application Form | A project proposal received after the deadline will be registered, but will not be considered and evaluated. The Applicant will be notified through the communication module in UMIS 2020. |
| 1. The Application form of the project proposal is completed in English language and in Bulgarian language[[1]](#footnote-1). |  |  |  | Application Form | In case of ascertained missing information in English, it will be requested from the Applicant.  Once accepted by the evaluators, the information will be entered ex officio in the Application Form by the Chairman or the Secretary. |
| 1. The Application form of the project proposal is signed with a QES by the legal representative of the Applicant or a person authorized to submit the project proposal. |  |  |  | Application Form | In case of ascertained irregularities, the Evaluation Committee will require from Applicant to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant has provided an authorization document for submitting the project proposal with QES (if applicable) — signed and dated by the legal representative of the Applicant, scanned and attached in UMIS 2020.   The Qualified Electronic Signature (QES) for submission of the project proposal should be valid as of the application date. |  |  |  | Attachment to the Application Form — an authorization document for submitting the project proposal with QES (if applicable), signed, dated, scanned and attached in UMIS 2020. | In case a document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant has provided Energy Audit/s and a Summary/Summaries of the Energy Audit Report |  |  |  | Energy Audit/s and a Summary/Summaries of the Energy Audit Report attached to the Application Form | In case a document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  In case it is not submitted, or is resubmitted with irregularities, or is resubmitted after the deadline, the project proposal will be rejected. |
| 1. Declaration of existence/absence of double financing — signed, dated, scanned and attached in UMIS 2020. |  |  |  | Documents attached to the Application Form — Appendix N to the Guidelines for Application. | In case the Declaration is missing or is not signed by the official representative/s of the Applicant, and /or is not dated, and /or is not correctly dated, and /or is not filled in according to the form, it is required for additional submission.  In case it is not submitted, or is resubmitted with irregularities, or is resubmitted after the deadline, the project proposal will be rejected. |
| 1. In case the project is implemented with a Partner(s), the Applicant has submitted a Partnership Agreement, Draft Partnership Agreement/Letter of Intent for Partnership — a copy, scanned and attached in UMIS 2020. |  |  |  | Documents attached to the Application Form - Letter of Intent/Draft Partnership Agreement (according to Appendix O) / (Partnership Agreement according to Appendix O). The Partnership Agreement/Letter of Intent shall be prepared in English in the case of a foreign Partner. | In case of a missing document and /or missing information, they will be requested from the Applicant.  Failure to submit the information and documents required by the Evaluation Committee within the specified period or submission of irregular documents will not lead to the rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. In case the project is to be implemented with a Partner/s, the Applicant has indicated UIC / BULSTAT or has submitted a Certificate of registration (or a similar document) issued by the competent authority in the relevant country — a copy, scanned and attached in UMIS 2020.   For a Partner from the Republic of Bulgaria, UIC / BULSTAT shall be indicated.  For a foreign Partner, a Certificate of Registration (or a similar document) shall be submitted in English language or in the language in which it is issued together with an English translation. |  |  |  | Documents attached to the Application Form: | In case of a missing document and /or missing information, they will be requested from the Applicant.  Failure to submit the information and documents required by the Evaluation Committee within the specified period or submission of irregular documents will not lead to the rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. A certificate of code of economic activity according to data fоr the last completed financial year, issued by the National Statistical Institute or an equivalent document for the foreign Partners for the last completed financial year — a copy, scanned and attached in UMIS 2020. Or for the foreign Partners - a link to similar registers according to the legislation of the respective country.   The certificate is submitted by the Applicant in Bulgarian in case the Partner is a Bulgarian entity, and in case the Partner is a foreign one, a certificate or equivalent document is submitted– in English language or in the language in which it is issued, together with an English translation. |  |  |  | Documents attached to the Application Form, or information included in the Form. | In case of a missing document and /or missing information, they will be requested from the Applicant.  Failure to submit the information and documents required by the Evaluation Committee within the specified period or submission of irregular documents will not lead to the rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. Declaration for lack of economic activity and sustainability of the project (Appendix H)- - signed, dated, scanned and attached in UMIS 2020. |  |  |  | Documents attached to the Application Form. | In case the Declaration is missing or is not signed by the official representative/s of the Applicant, and /or is not dated, and /or is not correctly dated, and /or is not filled in according to the form, it is required for additional submission.  In case it is not submitted, or is resubmitted with irregularities, or is resubmitted after the deadline, the project proposal will be rejected. |
| 1. Declaration of de minimis aid and state aid by the Partner — completed template (Appendix M) — signed, dated, scanned and attached in UMIS 2020   or  Declaration on the implementation of the "non-aid" regime by the Partner — completed template (Appendix T) — signed, dated, scanned and attached in UMIS 2020  (whichever is applicable). |  |  |  | Documents attached to the Application Form. | In case of a missing document and /or missing information, they will be requested from the Applicant.  Failure to submit the information and documents required by the Evaluation Committee within the specified period or submission of irregular documents will not lead to the rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. Declaration on the implementation of the "non-aid" regime by the Applicant — completed template (Appendix T) — signed, dated, scanned and attached in UMIS 2020 |  |  |  | Documents attached to the Application Form. | In case a document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  In case it is not submitted, or is resubmitted with irregularities, or is resubmitted after the deadline, the project proposal will be rejected. |
| 1. Curriculum vitae of the members of the project management team - signed, scanned and attached in UMIS 2020:  * Team leader; * Technical expert; * Financial expert. |  |  |  | Documents attached to the Application Form - Completed Appendix P for each member of the Project Management Team. | In case a document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| **CRITERIA FOR ASSESSMENT OF ELIGIBILITY** | | | | | |
| 1. The Applicant is an executive body administration in the Republic of Bulgaria under Art. 38, para. 1 or para. 2, it. 1 of the Administration Act or a municipality on the territory of the Republic of Bulgaria within the meaning of Art. 14 of the Local Self-Government and Local Administration Act. |  |  |  | Application Form | In case of non-compliance with the requirement, the project proposal is rejected. |
| 1. The Applicant has submitted a Decision of consent of the executive body that heads the Applicant for its agreement to apply under this procedure when it is a collective body; respectively a statement of consent of the executive body that heads the Applicant for its agreement to apply under this procedure when it is a single body; or a Decision of Consent of the Municipal Council for its agreement the municipality to apply under this procedure - a copy, scanned and attached to UMIS 2020. |  |  |  | Accompanying documents to the Application Form: a copy of the Decision / Statement | In case a document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant has submitted a Decision of consent of the executive body that heads the Applicant for cooperation with the Partner/s when it is a collective body; respectively a statement of consent of the executive body that heads the Applicant when it is a single body for cooperation with the Partner/s , or a decision of consent of the municipal council for municipal cooperation with the Partner/s – a copy, scanned and attached to UMIS 2020.   The Decision / Statement of consent for cooperation with the Partner (s) may be in a separate document or may be included in the Decision for consent to apply under this procedure. |  |  |  | Accompanying documents to the Application Form, a copy of the Decision / Statement. | In case the document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Non-compliance with the requirement will not lead to rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner.  The Decision Statement of consent for cooperation with the Partner (s) may be in a separate document or may be included in the Decision for consent to apply under this procedure. |
| 1. The Applicant is the owner of the building (respectively each of the buildings included in the project) or that the building (respectively each of the buildings included in the project) is provided for management within the meaning of Art. 14, para. 3 of the State Property Act to the Applocant or the body that heads it - when it is a legal entity - administration to an executive body in the Republic of Bulgaria under art. 38, para. 1 or para. 2, item 1 of the Administration Act or the Applicant is the owner of the building (respectively each of the buildings included in the project) when the Applicant is a municipality on the territory of the Republic of Bulgaria within the meaning of art. 14 of Local Government and Local Administration Act |  |  |  | Accompanying documents attached to the Application Form — the Applicant shall submit a document, certifying ownership of the building (respectively each of the buildings included in the project) or that the building (respectively each of the buildings included in the project) is provided for management within the meaning of Art. 14, para. 3 of the State Property Act to the Applicant or the body that heads it - when it is a legal entity - administration to an executive body in the Republic of Bulgaria under art. 38, para. 1 or para. 2, item 1 of the Administration Act a document, evidencing that the Applicant is the owner of the building (respectively each of the buildings included in the project) - when the Applicant is a municipality on the territory of the Republic of Bulgaria within the meaning of art. 14 of Local Government and Local Administration Act | In case the document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant is the owner of the property or has established right in rem or a construction right in which a facility for production of energy from renewable sources will be built close to the building (if applicable). |  |  |  | Accompanying documents attached to the Application Form — a Document certifying ownership or right in rem of the property in which the energy production facility will be built. | In case the document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. In case the project proposal envisages construction of a facility for production of energy from renewable energy sources, the produced energy is for own consumption. |  |  |  | Accompanying documents attached to the Application Form – Energy Audit, Investment project (in the technical or detailed design phase), Appendix H to the Guidelines for application | In case of non-compliance, the project proposal is rejected. |
| 1. The applicant is / will be the owner of the site for production of energy from renewable energy sources, in case the project proposal envisages the construction of a connection facility |  |  |  | Accompanying documents attached to the Application Form – Appendix H to the Guidelines for application | In case of non-compliance, the project proposal is rejected. |
| 1. The Applicant has submitted a declaration signed and dated by the legal representative of the Applicant, scanned and attached to UMIS 2020 (Annex I), that:   – the Applicant is familiar with the conditions for applying;  – the Applicant will be directly responsible for the management and implementation of the project activities;  - has authenticated the identity of the two languages (Bulgarian and English);  - has certified the participation of consultants in the preparation of the project proposal. |  |  |  | Accompanying documents attached to the Application Form – Appendix I to the Guidelines for application | In case the document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant does not fall in any of the conditions listed in the ineligibility criteria for Applicants under item 8.2. of the Guidelines for Application. |  |  |  | Accompanying Documents to the Application Form - a Declaration of lack of grounds for ineligibility, according to the form of Appendix K, completed by the legal representative of the Applicant. | In case a document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Partner/s is/are eligible under this procedure, pursuant to item 9.1 of the Guidelines for Application. |  |  |  | Accompanying documents to the Application Form - a Certificate of the Partner’s registration (or a similar document) | Non-compliance with the requirement will not lead to rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. The Partner(s) has/have experience or expertise in the implementation of activities related to the use of energy from RES or the implementation of energy efficiency measures (if the project will be implemented with the help of a Partner/s. |  |  |  | Accompanying documents to the Application Form -  The latest approved Articles of Association (or a similar document)/Reference/ Information from the official website of the Partner or any other document proving that the partner has experience or expertise in the implementation of activities in the sphere of renewable energy use and or the implementation of energy efficiency measures. | Non-compliance with the requirement will not lead to rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. The Partner(s) is(are) not developing its (their) main economic activity and the activity for which he (they) applies (apply) in the following sectors:  * in the fisheries and aquaculture sector covered by Council Regulation (EC) No 1379/2013; * in the primary production of agricultural products; * in the processing and marketing of agricultural products in the following cases: * where the amount of the aid is fixed on the basis of the price or quantity of such products purchased from primary producers or put on the market by the undertakings concerned; * where the aid is conditional on being partly or entirely passed on to primary producers. * Export to third countries or member states and in particular aid directly linked to the quantities exported, to the establishment and operation of a distribution network or to other current expenditure linked to the export activity; * Preferential use of domestic over imported goods, may apply, respectively be subject to assistance, only if they prove that they meet the requirements of Art. 1, para. 2 of Regulation (EU) № 1407/2013. |  |  |  | Accompanying documents to the Application Form –   * Declaration of De minimis and State Aid of the Partner, * a certificate of economic activity code based on data for the last completed financial year issued by the National Statistical Institute or an equivalent document for foreign Partners for the last completed fiscal year, unless when the respective data are publicly accessible or known to the PO in line of service. | Non-compliance with the requirement will not lead to rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. The Partner(s) does(do) not fall in any of the conditions listed in 9.2 of the Guidelines for Application. |  |  |  | Accompanying Documents to the Application Form - Declaration of lack of grounds for ineligibility of the Partner under item 9.2 of the Guidelines for Application – Appendix L. | Non-compliance with the requirement will not lead to rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. The purpose(s) of the Project is(are) eligible and is(are) in compliance with the purposes of this procedure. |  |  |  | Application Form | In case of non-compliance, the project proposal is rejected. |
| 1. The project proposal meets the requirements for the activities to be carried out on the territory of Bulgaria and in a donor country (if applicable). |  |  |  | Application Form | In case of non-compliance, the project proposal is rejected. |
| 1. The project includes activities related to the implementation of energy efficiency measures in buildings, which measures will achieve the improvement of the energy performance of buildings and their transformation into buildings with near to zero consumption. |  |  |  | Application Form, Investment Project (Technical or Detailed Design). | In case of non-compliance, the project proposal is rejected. |
| 1. The project proposal stipulates that not less than 55 per cent of the consumed energy for heating, cooling, ventilation, domestic hot water and lighting shall be energy from renewable recourses, which shall be produced by a facility in the building or nearby the building. |  |  |  | Application Form, Accompanying documents: Energy Audit Report (s), Investment project (technical or detailed design). | In case of non-compliance, the project proposal is rejected. |
| 1. The energy-saving measures applied for under this procedure shall be recommended by an Energy Audit Report. |  |  |  | Application Form, Accompanying Audit Report | In case the document is missing or some irregularities are found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant has submitted investment project (s) (technical or detailed design), which, (where applicable) is / are agreed and approved according to the requirements of the Spatial Development Act or has submitted a statement from the respective competent authority, when according to the Spatial Development Act the investment project is not subject to approval. |  |  |  | Application form, accompanying documents, investment project (s) (technical or detailed design). In case the investment project is not subject to approval according to the Spatial Development Act, a statement should be submitted by the respective competent authority. | In case of a missing document or some irregularities found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant has submitted a Description of all required documents, which are issued as a result of administrative, conciliation and contractual procedures according to the applicable legislation. |  |  |  | Accompanying document: Description of all required documents which are issued as a result of administrative, conciliation and contractual procedures according to the applicable legislation. | In case missing of the Description is established or it does not comply with the applicable legislation, the Evaluation Committee will require the Applicant to submit the Description or to eliminate the identified discrepancies.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The Applicant has submitted all documents issued as a result of administrative, conciliation and contractual procedures (if required by the applicable legislation). |  |  |  | Application Form, accompanying documents. All issued documents according to the Description. | In case of a missing document or some irregularities found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. For all buildings included in the project proposal, the structure restoration / reinforcement measures have been implemented, which measures are prescribed as mandatory in the technical inspection of the building (according to the Technical Passport of the building, Part B "Measures for maintenance of the construction and deadlines for performance of repairs", item 2 "Necessary measures to maintain the safe operation of the construction and a schedule for implementation of the urgent measures"). |  |  |  | Application Form, supporting documents | In case of a missing document or some irregularities found, the Evaluation Committee will require from the Applicant to provide the document or to eliminate the identified irregularities.  This is done only once and within the period set by the Evaluation Committee.  Failure to comply with the requirements of the Evaluation Committee gives grounds for rejection of the project proposal. |
| 1. The project is implemented within the applicable “no aid” regimes for the Applicant. |  |  |  | Application Form, supporting documents, Declaration for lack of economic activity and for sustainability of the project (Appendix H), Declaration on the implementation of the "non-aid" regime (Appendix T) | In case of non-compliance with the requirement, the project proposal is rejected. |
| 1. The project is implemented within the applicable “no aid” or “ de minimis” regimes for the Partner |  |  |  | Application Form, supporting documents, Declaration on the implementation of the "non-aid" regime (Appendix T)  Indicated UIC / BULSTAT or a Certificate of registration (or a similar document) issued by the competent authority in the relevant country — a copy, scanned and attached in UMIS 2020.  For a Partner from the Republic of Bulgaria, UIC / BULSTAT shall be indicated.  For a foreign Partner, a Certificate of Registration (or a similar document) shall be submitted in English language or in the language in which it is issued together with an English translation. | Non-compliance with the requirement will not lead to rejection of the project proposal, but it will result in costs reduction in the project budget and reducing the number of points.  The project proposal will be corrected ex officio by the Evaluation Committee, excluding the participation of the Partner. |
| 1. The project proposal does not include activities for the acquisition of trucks by enterprises that carry out road freight transport for someone else’s expense or for remuneration. |  |  |  | Application form - description of the eligible activities that can be performed by the Applicant and the Partner. | In case of non-compliance with the requirement, the project proposal is rejected. |
| 1. The project proposal includes activities for information and publicity, following the requirements of the EEA Grants and Norway Grants Communication and Design Manual for 2014-2021 (Appendix C) and Section 2.3 of Annex 3 of the Regulation. |  |  |  | Application form | Failure to comply with the requirement, is grounds for rejection of the project proposal. |
| 1. The amount of the requested grant is higher or equal to EUR 200 000. |  |  |  | Application form | In case of non-compliance with the requirement, the project proposal is rejected. |
| 1. The amount of the grant requested shall not exceed EUR 1 200 000. |  |  |  | Application form | In case of non-compliance with the requirement, the project proposal is rejected. |

**The clarifications and documents submitted in addition by the Applicants may not lead to a qualitative improvement of the project proposal.**

**TECHNICAL AND FINANCIAL EVALUATION – STAGE 2**

| **Technical and financial evaluation criteria** | **Maximum score** | **Verification source** |
| --- | --- | --- |
| 1. **Horizontal EEA Grants Principles 2014-2021:** | **3** | Application Form |
| The project proposal contributes to the achievement of all 3 horizontal principles of the Program referred to in point 3 of the Application Guidelines. | 3 |  |
| The project proposal contributes to the achievement of 2 horizontal principles of the Program referred to in point 3 of the Application Guidelines. | 2 |  |
| The project proposal contributes to the achievement of 1 horizontal principle of the Program referred to in point 3 of the Application Guidelines. | 1 |  |
| The project proposal does not contribute to the achievement of any of the horizontal principles of the Program referred to in point 3 of the Application Guidelines. | 0 |  |
| 1. **Achieving the purpose of the procedure:** | **4** | Application Form |
| The project proposal contains detailed and clear information on the project's contribution to achieving the objective of the procedure. | 4 |  |
| The project proposal contains information on the contribution of the project to achieving the objective of the procedure, which is not sufficiently detailed or clear. | 2 |  |
| 1. **The project proposal contains:**  * Clear description of project objectives; * Relevant information for the target groups; * Clear description of the logical sequence of activities, incl. feasible timing, start and end of each activity; * A feasible Plan for information and communication. | **4** | Application Form, Item 7 "Implementation Plan/ Project Activities" or Item 11 "Additional information required to evaluate the project proposal" |
| 4 of the above requirements are fulfilled | 4 |  |
| 3 of the above requirements are fulfilled | 3 |  |
| 2 of the above requirements are fulfilled | 2 |  |
| 1 of the above requirements is fulfilled | 1 |  |
| None of the above requirements is fulfilled | 0 |  |
| 1. **Compliance of the technical parameters and the investment costs, defined in the Energy Audit, with the ones set in the investment project (in the technical or detailed design phase).** | **5** |  |
| The technical parameters and investment costs set in the investment project correspond to those specified in the Energy Audit or lead to better indicators. | 5 | *Energy Efficiency Audit Report, Summery of the Energy Efficiency Audit Report, Investment project* |
| The technical parameters and investment costs set in the investment project do not correspond to those specified in the Energy Audit or lead to worse indicators. | 0 |  |
| 1. **Ratio of annual energy savings to annual baseline energy consumption as a result of energy saving measures (ESM) –Y, %** | **25** | *Energy Efficiency Audit Report, Summery of Energy Efficiency Audit Report*  *It is calculated by the following formula:*  *Y = (Eb-Eesm)/Eb)\*100, (%), where:*   * *Eb is the annual amount of consumed energy at baseline before ESM kWh;* * *Eesm is the annual amount of energy required after the implementation of the ESM, including the introduction of equipment (s) for production of energy from renewable sources as ESM, kWh;*   *In the case of more than one building, Eb and Eesm are calculated as the sum of the amounts of energy consumed by all buildings.* |
| Y >80 % | 25 |  |
| 70% < Y ≤ 80% | 20 |  |
| 60% < Y ≤ 70% | 15 |  |
| 50% < Y ≤ 60% | 10 |  |
| 40% < Y ≤ 50% | 5 |  |
| 30% < Y ≤ 40% | 1 |  |
| Y ≤ 30% | 0 |  |
| 1. **Efficiency of the investment for energy efficiency as a ratio of the required investment in BGN to the amount of saved greenhouse gas in tons of CO2 equivalent on an annual basis – I BGN /t CO2** | **25** | *Application form item 5 “Budget” and item 6 “Financial information – sources of funding”, Energy Efficiency Audit Report, Summary of Energy Efficiency Audit Report.*  *The efficiency of the energy efficiency investment is calculated by the following formula:*  *I= S/C, (лв./tСО2), where:*   * *S is the total value of the grant under the project, BGN* * *C is the expected annual amount of saved greenhouse gas emissions from the ECM in the project proposal, tCO2*   *The determination of the amount of greenhouse emissions in the Energy Efficiency Audit Report is based on the amount of energy saved multiplied by an emission factor of 1.18 tCO2 / MWh and is calculated by the following formula:*  *С= (Eb-Eesm)/1000)\*1.18, tCO2, where:*   * *Eb is the annual amount of consumed energy at baseline before ECM kWh;* * *Eesm is the annual amount of energy required after the implementation of the ESM, including the introduction of equipment (s) for production of energy from renewable sources such as ESM, kWh;*   *In the calculations, the total value of the grant (s) is indicated in the Application Form, item 6 “Financial information – sources of funding”, line “Requested funding (Grant)”* |
| Investment efficiency ≤ 1000 BGN/tCO2 | 25 |  |
| Investment efficiency > 1000 BGN/tCO2 and ≤ 1500 BGN/tCO2 | 20 |  |
| Investmentefficiency > 1500 BGN/tCO2 and ≤ 2000 BGN/tCO2 | 15 |  |
| Investment efficiency > 2000 BGN/tCO2 and ≤ 2600 BGN/tCO2 | 10 |  |
| Investment efficiency > 2600 BGN/tCO2 and ≤ 3500 BGN/tCO2 | 5 |  |
| Investment efficiency > 3500 BGN/tCO2 and ≤ 5000 BGN/tCO2 | 1 |  |
| Investment efficiency > 5000 BGN/tCO2 | 0 |  |
|  |  |  |
| 1. **Achieved energy consumption class** | **8** | Application form, item 11 “Additional information”, Energy Efficiency Audit Report, *Summary of Energy Efficiency Audit Report* |
| After the implementation of the project the building will meet the requirements for belonging of the building to energy consumption class A+ | 8 |  |
| After the implementation of the project the building will meet the requirements for belonging of the building to energy consumption class A | 2 |  |
| The requirement for the building to belong to energy consumption class A has not been met | 0 |  |
|  |  |  |
| 1. **Building automation and management system** | **5** | Application form, item 7 “Implementation plan / Project Activities”, Energy efficiency audit report and investment project, *Summary of energy efficiency audit report* |
| The project proposal envisages the introduction of an automation and energy management system, incl. energy consumption monitoring | 5 |  |
| The project proposal does not envisage the introduction of an automation and energy management system, incl. energy consumption monitoring | 0 |  |
| 1. **Participation of Partner/s from donor country in the implementation of the project activities** | **5** | Application Form  Letter of Intent / Draft Agreement / Partnership Agreement with a REEEES donor partner (Norway, Iceland and Liechtenstein) |
| There is/are a Partner/s from a donor-country involved in the project | 5 |  |
| There is/are no Partner/s from a donor-country involved in the project | 0 |  |
| 1. **Risk analysis** | **4** | Application Form, item 11 "Additional Information" |
| The project proposal presents a risk analysis containing information on:  (a) The basic financial, human, material, technological and information resources necessary to carry out the activities of the project and to ensure the sustainability of its results;  (b) The possible risks, the likelihood of their occurrence and the impact they would have on the achievement of the project results;  (c) The measures that the Applicant envisages to take to ensure the availability of the necessary resources and to avoid, mitigate, transfer or accept and manage the identified risks. | 4 |  |
| Risk analysis is available, but information on major institutional, operational and financial risks is not sufficiently clear to guarantee the achievement and long-term sustainability of project results or the risk analysis is not completed | 0 |  |
| 1. **Capacity of the Applicant for project implementation and management** | **4** | CVs, Application Form, item 9 “Team” |
| The project team includes a manager, technical and financial expert, each with at least three years of experience in infrastructure and/or energy efficiency projects. | 4 |  |
| The project manager has at least three years of experience in infrastructure and/or energy efficiency projects. | 2 |  |
| The technical and the financial expert, each with at least three years of experience in infrastructure and/or energy efficiency projects. | 1 |  |
| None of the above conditions were met. | 0 |  |
| 1. **Project costs compliance** | **8** | Application Form - item 1 "Basic Data", item 5 "Budget", item 7 "Implementation Plan/Project Activities",.  Energy Efficiency Audit Report, *Summary of the Energy Efficiency Audit Report* and Investment Project |
| **All costs** **for which financing is requested** are eligible under point 13.2 of the Application Guidelines and  **All costs** are justified and consistent with the activities envisaged for implementation and  **All costs** are in line with the thresholds set out in the Application Guidelines (where applicable) and  **All budget lines** are properly segregated and filled in according to the requirements of item 13.4 of the Application Guidelines. | 8 |  |
| **All costs** **for which financing is requested** are eligible under point 13.2 of the Application Guidelines and  **All costs** are justified and consistent with the activities envisaged for implementation and  **All costs** are in line with the thresholds set out in the Application Guidelines (where applicable), but  **Not all budget lines** are properly segregated and filled in according to the requirements of item 13.4 of the Application Guidelines. | 6 |  |
| **All costs** **for which financing is requested** are eligible under point 13.2 of the Application Guidelines and  **All costs** are justified and consistent with the activities envisaged for implementation, but  **Not all costs** are in line with the thresholds set out in the Application Guidelines (where applicable). | 4 |  |
| **All costs** **for which financing is requested** are eligible under point 13.2 of the Application Guidelines, but  **Not all costs** are justified and consistent with the activities envisaged for implementation. | 2 |  |
| **Not all costs** included in the budget **for which financing is requested** are eligible under point 13.2 of the Guidelines for Applicants, **but in the event of a budget change, the main objective of the project can be achieved**. | 1 |  |
| Not all costs included in the budget **for which financing is requested** are eligible under point 13.2 of the Guidelines for Applicants and the budget changes performed lead to the impossibility for the main objective of the project to be achieved, and in the event  A “zero” score shall also be mandatory in the cases where the Evaluation Committee eliminates all costs of energy efficiency measures and/or where the total grant of the project proposal is lower than EUR 200 000 as a result of the reduction of the project budget. | 0 |  |
|  |  |  |
| ***Maximum score:*** | **100** |  |
| **In case the project proposal receives “0” points according to criterion 1, 3, 4, 5, 6, 7 or 12, the project proposal shall be rejected!**  **In case the project proposal receives a total of less than 60 points from all criteria, the project proposal shall be rejected!** | | |

1. In case of a discrepancy between the texts, the text in Bulgarian shall prevail. [↑](#footnote-ref-1)