

Evaluation Process, Timeline, Forms & Submission

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We will present:

- Evaluation process
- Timeline of the 2009 evaluation
- Application forms and guidelines: update
- Practical recommendations on the submission



Evaluation by the TEN-T EA...

TEN-T EA is responsible for:

- checking the eligibility of the proposals:
 - arrived on time, are complete...
 - in compliance with EU legislation (environment...), applicants have the financial and technical capacity to carry out the project...
- conducting the external evaluation:
 - all proposals are reviewed independently by at least three external experts
 - the external experts meet in a "consensus meeting" to reach a consensus recommendation and score for each proposal



... selection by DG TREN

DG TREN is responsible for the:

- final selection of proposals (with the assistance of the TEN-T EA), based on the:
 - recommendations of the external evaluation
 - available budget, strategic objectives of the calls and the policy relevance of the proposals
- consultation of other EC services (DG Environment, DG REGIO...)
- consultation of:
 - Financial Assistance Committee (Member States)
 - European Parliament (one month right of scrutiny)



Indicative Timeline

	EERP call	Annual call Multi-Annual call
Publication of the calls	31 March 2009	
Deadline for submission	15 May 2009	
Eligibility check (Agency)	18 – 29 May 2009	
External Evaluation (Agency)	1 – 12 June	8 - 19 June
Selection (DG TREN)	2d half June 2009	July – August 2009
Consultation of Financial Assistance Committee	July 2009	September – October 2009
European Parliament right of scrutiny	August – September 2009	October – December 2009
Signature of individual decisions	from October 2009	from January 2010



Communication on the status of proposals

- After the eligibility check:
Applicants whose proposals have **not** met the eligibility and selection criteria will be officially informed
- After the external evaluation and the internal selection:
The results will be submitted to and agreed with the Financial Assistance Committee (Member States)
- After the European Parliament scrutiny:
Successful applicants will be invited to enter into discussions with the TEN-T EA to finalize the individual Grant Decisions



Application forms and guidelines

Building on our experience to date, application forms and guidelines have been streamlined to:

- ensure that all information needed by the external evaluators and the Commission for a fair and comprehensive evaluation is provided
- provide clear guidance to applicants on how to complete the application forms and submit a proposal



What forms a complete proposal?

- Application Form Part A: essential information (electronic submission)
- Application Form Part B1: administrative information and information on compliance with EC law (word document)
- Application Form Part B2: technical and financial information (word document)
- Annexes



How do I submit a proposal?

- First, Application Form Part A must be submitted electronically via email (using the TENtec tool)
- Then, the complete proposal (including a non-rewritable CD-ROM or DVD-R disk) must be sent via mail, private courier, or hand delivery
- Deadline for submission:
15 May 2009, 16:00 (EC Central Mail)



In what language should I submit my proposal?

- As the working language of external evaluators is English, it is highly recommended to submit a proposal in English
- If your proposal is not in English, it is recommended to submit an English translation of Application Forms Parts B1 and B2 via email by 28 May 2009
- Translation costs will be reimbursed up to €2,500 per proposal – whether selected or not (on the basis of invoices)



Still have some questions?

- Read carefully the Guide for Applicants
- Consult the FAQ list on the TEN-T EA website, which is regularly updated
- Send your questions until **7 May** to the helpdesks:
tenea-helpdesk-call-map2009@ec.europa.eu
tenea-helpdesk-call-annual2009@ec.europa.eu
tenea-helpdesk-call-eerp2009@ec.europa.eu
- To ensure equal treatment between applicants, only general questions will be answered and published in the FAQ list
- The FAQ list will be “frozen” on **8 May**



Thank you for your attention!



TEN-T Info Day 2009 – 22 April 2009