

# **CALL FOR PROPOSALS**

**Knowledge for Reform Action in the Western  
Balkans**

**Direct EU Integration Support**

CFP reference number: SLO/22482/2024/001

CFP document issue date: **Sep 20, 2024**

# 1. PARTICULARS

## 1.1. Programme objective(s)

Under the framework of the joint Norway/UNOPS multi-year programme "**Knowledge for Reform Action in the Western Balkans**" (K4R)<sup>1</sup>, UNOPS collaborates with government institutions in Albania, Bosnia & Herzegovina, Kosovo\*, Montenegro, North Macedonia, and Serbia as they work towards EU integration and engage in necessary reform processes.

The Western Balkans region's complex socio-political landscape has been shaped by a history of conflict, diverse ethnic compositions, and transitional economies. The countries are at various stages of the EU accession process, each facing unique challenges and opportunities along the way. The EU accession process implies significant reforms in governance, human rights and economic policies. However, the path to EU membership is intricate and requires a steadfast commitment to democratic principles, the rule of law, and market economy standards.

The **general objective** of the K4R programme is to strengthen the institutional, administrative, and legislative frameworks of Western Balkan partners through cooperative capacity development and specialized technical assistance in key priority chapters of the *acquis*, which form the basis of the EU accession negotiations.

The **expected outcome** is that the programme has contributed to the acceleration of Western Balkans partners' progress on their respective national reform agendas and strengthened institutional capacities.

This will be achieved through 4 key results:

- 1) The programme is initiated and established in the region
- 2) Beneficiary Governments have enhanced access to knowledge and expertise to advance in their respective reform agendas through tailored expert deployments and related substantive contributions<sup>2</sup>,
- 3) Synergies and sustainability of reform process are enhanced through the facilitation of continuous stakeholder consultation and coordination and
- 4) Regional cooperation among beneficiaries is enhanced to reinforce policy reform

To achieve the above mentioned results, UNOPS has established specialized pools of experts who provide targeted technical assistance in key priority areas, helping address specific needs identified by beneficiary governments across the Western Balkans (WB). An important angle of the programme's implementation is its regional approach which aims to foster collaboration among WB governments *and their neighbors* by sharing best practices, experiences, and expertise in key EU accession chapters. To achieve this, through the implemented activities, UNOPS engages not only local experts but also specialized professionals and international experts from the wider region who have supported other countries in their EU accession journeys. This knowledge exchange helps strengthen

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<sup>1</sup> For more information please consult the programme's Webpage - <https://knowledge4reformation.org/>

<sup>2</sup> (i.e. assessments, draft regulations, etc., as per the ToR/work plan established for each expert with Norway and EUD).

institutional and administrative capacities and supports the implementation of (policy and legal) reforms, tailored to each country's unique requirements.

Through cross-border cooperation, dialogue and a deep understanding of the region's challenges and opportunities, the programme continues to contribute to a more cohesive, stable and peaceful Western Balkans region, responding to the citizens aspirations in the region<sup>3</sup>.

## 1.2. Background and objectives of the grant/funding

Besides a positive economic outlook and growth trajectory in the Western Balkans for the current year, with acceleration foreseen for next year, 2025, there are strong expectations that EU candidates from the Western Balkans will be able to join the Union in the upcoming years, with some strong supporting voices advocating for the Union and first countries to be ready to join by 2030<sup>4</sup>. To enhance this achievement, the EU has recently launched a six-billion-euro Growth Plan that will continue to promote regional development and reinforce systematic governance reforms in each of the candidate countries.

The transfer of knowledge from EU Member States (experts) to EU Candidates has been a cornerstone of the K4R programme.

Accommodating the beneficiary governments' needs for horizontal and chapter-specific technical support since its inception, the K4R programme has launched more than 120 Technical Support Assignments in the region, developing a strong network of local and international experts that represents an important knowledge platform for sharing best practices and top-notch expertise between countries. Experts from countries that have already navigated the complexities of the EU accession process and are either highly qualified in specific technical areas of the EU acquis or negotiated for their governments, assist in various activities such as the drafting national negotiation positions, transposing specific legislation pieces, training on key themes, and capacity building for ministerial teams on specific EU files, as well as drafting and preparing different materials — reports, (gap) analyses, and roadmaps — that support the ministries' work in specific areas of work relevant to the EU acquis alignment and approximation. The focus on supporting and expanding cross-country collaboration, through the exchange of experts and knowledge, reinforces the programme's general approach and strategic mission of “building bridges and contributing to stability and peace in the region”.

Slovenia has been a firm advocate for the enlargement of the EU to the Western Balkans countries, demonstrating a proactive role in fostering regional cooperation and supporting the EU candidates' accession processes through different forums and initiatives<sup>5</sup> which have enhanced strategic dialogue and regional cooperation in Europe. In a year when Slovenia celebrates its 20th anniversary of joining the EU in 2004, this Call for Proposals (CFP) is

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<sup>3</sup> According to the EU [Spring 2023 Eurobarometer](#) (for detailed information consult the country fact sheets tab), a majority of Western Balkans citizens supports and believe its country would benefit from entering in the European Union.

<sup>4</sup> Bled Forum 2023, speech by the president of the European Council : *“To be credible, I believe we must talk about timing and homework. And I have a proposal. As we prepare the EU's next strategic agenda, we must set ourselves a clear goal. I believe we must be ready - on both sides - by 2030 to enlarge”*

<sup>5</sup> E.g Brdo-Brijuni Process and more recently a Conference organized with EESC *“Continuing the success story of EU enlargement – Bringing benefits to the Western Balkans in advance of accession”*

even more, a significant opportunity to invite specialized institutions to offer valuable insights and expertise in support of the K4R programme beneficiary countries.

The activities implemented under the framework of this CFP will benefit from Slovenia's organizations' experience in a country with a strong track record as an advocate for the Western Balkans' entry into the European Union.

The activities developed by the applicant in response to this Call for Proposals should be integrated and respond to the following objectives:

**Primary Objective:**

To support the EU accession process, gradual EU integration, and alignment of the K4R programme beneficiary countries with the EU acquis in specific chapters, through knowledge transfer between Slovenian Institutions and the first ones' governments.

**Specific Objectives:**

01. **To deliver technical assistance** to governments in the Western Balkans by addressing specific chapters of the EU acquis, responding to their needs and requests for technical expertise from Slovenia, in consultation with UNOPS.
02. **To organise specialized (regional) workshops and training sessions** aimed at promoting bilateral cooperation and fostering inter-country synergies in specialized fields relevant to EU accession and integration, within the region and in the context of fora such as the Bled Strategic Forum and in close cooperation with UNOPS.
03. **To raise awareness and promote understanding** of key aspects of the EU accession process among general public and targeted stakeholders, ensuring informed participation and support for the alignment with EU standards and practices.

**1.3. Targeted impact of the grant/funding**

This project aims to successfully respond to the **generic** and **specific** objectives mentioned above, in partnership and through the work of the winning grantee/ organization which should demonstrate relevant experience in delivering similar programmes/ activities in the region.

The proposed activities shall take place in the Western Balkans Countries: Albania, Bosnia and Herzegovina, Kosovo, Montenegro, North Macedonia and Serbia, with potential and flexibility for development of any key activity in Slovenia, pertinent to the successful implementation of the programme and respective EU accession negotiation efforts of beneficiary countries.

**1.4. Scope of the grant/funding**

The K4R programme has focused on supporting the WB governments under the following negotiating chapters:

**Cluster 1 (Fundamentals):**

- Chapter 5 (Public procurement)

**Cluster 2 (Internal market):**

- Chapter 1: Free movement of goods
- Chapter 6: Company law

- Chapter 7: Intellectual property law
- Chapter 8: Competition policy
- Chapter 9: Financial services
- Chapter 28: Consumer and health protection (on an exceptional basis)

**Cluster 3 (Competitiveness and growth):**

- Chapter 10: Information society and media
- Chapter 16: Taxation
- Chapter 20: Enterprise and industrial policy (on an exceptional basis)
- Chapter 25: Science and research
- Chapter 26: Education and culture (on an exceptional basis)
- Chapter 29: Customs union (on an exceptional basis)

**Cluster 4 (Green agenda and sustainable connectivity):**

- Chapter 14: Transport policy (strategic focus)
- Chapter 15: Energy (strategic focus)
- Chapter 21: Trans-European networks (strategic focus)
- Chapter 27: Environment and climate change (strategic focus)

**Cluster 5 (Resources, agriculture, and cohesion):**

- Chapter 11: Agriculture and rural development
- Chapter 12: Food safety, veterinary, and phytosanitary policy (on an exceptional basis)
- Chapter 13: Fisheries
- Chapter 22: Regional policy and coordination of structural instruments
- Chapter 33: Financial and budgetary provisions

**1.5. Target beneficiaries**

The primary beneficiaries of this grant are the governments of the six Western Balkans partners that are part of the K4R programme, which are currently at different stages of meeting EU accession requirements and are engaged in multiple reform processes across various sectors.

The Prime Minister Offices or Ministries for European Integration in each of the participating countries/territories and their nominated focal points are the official programme counterparts in the region, liaising with line ministries and directorates that benefit from the programme's advisory services and technical support.

Hence, beneficiaries of this call for proposals are public institutions and finally all citizens of the six Western Balkan countries/territories that are part of this programme, who will finally benefit from the outcomes of the proposed activities.

## 1.6. Activities under grant/funding

Some of the potential and indicative activities to be developed under this CFP project are:

1. Technical Support Assignments (TSAs) in three or more of the 6 Western Balkan countries/territories (minimum of 10 TSAs/ 200 working days developed during the total timeframe of the programme)
2. Workshops and Training Courses targeting specific needs and requests from beneficiary governments on fields of knowledge useful and pertinent to their EU accession journey, where an added value will be achieved by expertise from Slovenia
3. Organize roundtables, (in the context of international conferences, such as the Bled Strategic Forum) and workshops with the 6 beneficiaries at technical level on topics of regional interest (to be consulted with UNOPS programme management), promoting cross-border learning and mutual understanding, as well as the exchange of best practices between Slovenian stakeholders and their counterparts in the Western Balkans.
4. Establishment of synergies with local peer institutions in the beneficiary countries for production of joint informative content, co-development of joint initiatives, which can potentiate future programme's sustainability, cooperation and after-programme continuity.
5. Produce regular comms and visibility updates and articles to feed the K4R Action in the Western Balkans community of experts and Virtual tours exchange platforms.

The above mentioned are indicative, and at an early stage of the implementation phase, activities should be jointly revised.

## 1.7. Grant/funding available

### Total amount of grant/funding available

The following table indicates the total amount of grant/funding available under this Call for Proposals.

Currency	Amount	Amount in words
USD	200,000	Two Hundred Thousand United States Dollars

## 1.8. Grant/funding duration

The expected duration of the grant/funding is:

YEAR(S)	1	MONTH(S)	0
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## 1.9. Applicant eligibility

### Applicant category(ies)

The following categories of applicants are eligible to apply under this Call for Proposals:

- ❖ Non-governmental organizations (NGOs) .....
- ❖ Foundations .....
- ❖ Indigenous peoples organizations (IPOs) .....
- ❖ Civil society organizations (CSO) .....
- ❖ Grass-roots organizations .....
- ❖ Institutions or federations .....
- ❖ Ethnic organizations .....
- ❖ Academic and research institutions .....
- ❖ Local or regional branches of government, such as municipalities .....
- ❖ Central-level government entities .....
- ❖ Non-UN intergovernmental organization .....

### Applicant country of registration and nationality

Applicants that are included or excluded under this Call for Proposals with regard to country of registration and nationality (for individuals) are as follows:

Included countries ▾ Slovenia

### Additional conditions of ineligibility

The applicant shall not fall under any of the conditions listed in the [Instructions to Applicants](#), Article 1, which makes the applicant ineligible for this grant/funding.

## 1.10. Content of proposal submissions

Applicants shall include the following:

- [Proposal](#)
- [Annex 1: Declarations](#)
- [Annex 2: PSEA implementing partner self-assessment](#)
- [Annex 3: Financial proposal](#)

### Other obligatory annexes:

- Copy of audited financial statements for the last **3 years** for the Lead Applicant

Applicants must carefully read and understand the [Requirements](#) in this Call for Proposals and the [Instructions to Applicants](#) before completing the Proposal and Annexes.

### 1.11. Partial proposals

Partial proposals will not be permitted. Applicants shall submit a proposal for the total scope of the grant/funding and address all of the requirements in this Call for Proposals. Evaluation will be based on compliance with the total requirements.

### 1.12. Sub-granting<sup>6</sup> and contracting<sup>7</sup>

Sub-granting and contracting are only permitted under this Call for Proposals as follows:

Sub-granting	Permissible ▾
Contracting	Permissible ▾

The sub-granting and contracting is permitted however, it is expected that the Applicant that will apply for this opportunity should demonstrate the capacity to deliver the majority of the work package themselves. Sub-granting and contracting should be considered only for specialized services which can not be provided by any of the proposed personnel.

### 1.13. Proposal currency

The proposal budget shall be prepared in the following currency(ies):

USD

### 1.14. Language of proposals

All proposals, information, documents and correspondence exchanged between UNOPS and the applicant shall be in:

English ▾

### 1.15. Proposal submission

The deadline for the submission of proposals is **October 11, 2024**. Proposals shall be submitted using the following method:

Mail ▾

Proposals shall be sent to Giulia Presbitero [giuliap@unops.org](mailto:giuliap@unops.org)

Refer to Article 10, "Proposal Submission", of the [Instructions to Applicants](#) for details on the specific requirements for proposal submission.

<sup>6</sup> Sub-grant is when an entity is selected by the implementing partner to implement activities on behalf of the implementing partner and complies with the same principles as outlined in the UNOPS Operational Instruction on [Grant Support](#).

<sup>7</sup> Contracting is done when an implementing partner procures services, goods or works using the procurement procedures of the IP.



## 1.16. Type of legal instrument

The applicable legal instrument(s) are identified hereunder.

- Grant Support Agreement

## 1.17. Contact information

All correspondence, notifications and requests for clarifications in relation to this Call for Proposals shall be sent to:

<b>Name</b>	Sara McConnell
<b>Title</b>	Project Management Specialist
<b>Email</b>	saradp@unops.org

## 1.18. Important dates and deadlines

The following tables provide the key dates and deadlines pertaining to this Call for Proposals.

	<b>Date</b>	<b>Time</b>	<b>Timezone</b>
UNGM publication of call for proposals	Sept 20, 2024		
Submission of Request for clarification	Oct 01, 2024	23:59	GMT + 2 (Vienna)
Deadline for Responding to Request for Clarification	Oct 07, 2024	17:00	GMT + 2 (Vienna)
Submission of programme Proposal, Capacity and PSEA Assessment	Oct 11, 2024	23:59	GMT + 2 (Vienna)
Information on the Evaluation Results	Nov 5, 2024	tbd	GMT + 2 (Vienna)
Negotiation and Pre-award meetings	Nov 10, 2024	tbd	GMT + 2 (Vienna)
Signature of the Grant Support Agreements	Nov 15, 2024	tbd	GMT + 2 (Vienna)
Expected agreement start date	Nov 20, 2024	00:00	GMT + 2 (Vienna)

<b>Information Calls</b>	<b>Date</b>	<b>Time</b>	<b>Additional information</b>
Online Info Session	Oct 3, 2024 ...	3-4pm (CET)	<b>Link available:</b>  Information Session CFP: K4RA Direct EU Integration Support Thursday, October 3 · 3:00 – 4:00pm Time zone: Europe/Vienna (CET) Google Meet joining info Video call link: <a href="https://meet.google.com/pmy-prdc-gck">https://meet.google.com/pmy-prdc-gck</a> Or dial: (PT) +351 21 121 1620 PIN: 269 635 058 3553# More phone numbers: <a href="https://tel.meet/pmy-prdc-gck?pin=2696350583553">https://tel.meet/pmy-prdc-gck?pin=2696350583553</a>

## 2. REQUIREMENTS

### 2.1. Approach and methodology

In **Section 3, of the Proposal document** the applicant organization shall describe in detail the preferred approach and methodology with clear description of the activities to be developed during the project timeframe. This section should contain information on the following fields:

1. **Applicant's Background and Experience** - provide information about the field of work, years of experience, and key expertise your organization has in related areas to this CFP
2. **Rationale** - provide a description of the needs and challenges this CFP approved project will be responding to, and a clear understanding of the background and regional context (including social-economic and political environment) in which the project will be implemented. Please use data references and evidence to support your understanding.
3. **Project Context and Objectives** - describe your understanding of this CFP objectives and scope. Please use data references and evidence to support your understanding of the objectives proposed.
4. **Approach and Methodology** - describe your organization's usual successful approach in similar initiatives and projects, with concrete examples of prior actions. Describe your intervention logic with a clear connection between: the specific objectives listed on section (1.2), correspondent activities, tangible outputs, targets and results foreseen and measurable indicators - describing them briefly using a coherent and logical approach.
5. **Risk Matrix** - include a risk matrix and identifying the level, potential challenges you might be faced with and proposed mitigation measures
6. **Stakeholders Engagement** - describe your approach and strategy to involve all relevant stakeholders in the project - including beneficiaries, governments, other potential relevant stakeholders in the region, the project team
7. **Monitoring and Evaluation** - describe briefly your approach to M&E in order to track progress and monitor in addition to the filling in Section 5. of the Proposal Document describing your M&E plan
8. **Target Group:** identify and map the key stakeholders you identify as beneficiaries and contact points
9. **Communication and Visibility** - prepare a communication and visibility plan with a description of key activities, target groups, channels
10. **Health and Safety Requirements** - describe briefly and attach your internal policies on H&S and how you intend to guarantee compliance with H&S standards in protection of the experts, staff and beneficiaries part of the project.
11. **Gender Equality and Social Inclusion** - describe briefly your organization's mechanisms to comply to standard gender equality and social inclusion principles in the work environment and how these are extended to the work with the beneficiaries
12. **Protection from Sexual Exploitation and Abuse** - describe briefly how your Organization's policies and regulations prevent sexual abuse, harrasment and exploitation and how these are extended to the work with the beneficiaries
13. **SDG's** - describe briefly your organization's strategies in the environmental field and how your activities contribute to the SDG's

## **2.2. Implementation Plan requirements**

Using the proposed outputs, deliverables and activities in clear correspondence to the project's specific objectives described in section (1.2) complete the Implementation Plan.

The Implementation Plan should accurately show the sequence and timeframe for the delivery of each activity and output.

## **2.3. Implementing Partner Monitoring Plan requirements**

Complete the Implementing Partner (IP) Monitoring Plan in clear correspondence to the project's specific objectives described in section (1.2), and previously described activities in the implementation plan, using a logical approach.

## **2.4. Budget requirements**

- a. Budget Ceiling: 200,000 USD
- b. At a minimum, the budgets must include:
  - i. An estimate of direct costs, which include all of the expenses that are required for, and can be tracked directly to, the grant/funding accounts. Direct costs must be broken down by expense subcategory, by expense line item and by year.
  - ii. A description of assumptions or justifications underlying the estimates
- c. The costs will be eligible only if these are incurred for the purpose of this grant/funding and within the duration mentioned in the legal instrument (including any amendments)
- d. Article II, Section 7, of the Convention on the Privileges and Immunities of the United Nations provides, inter alia, that the United Nations, including UNOPS as a subsidiary organ, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All proposals shall be submitted net of any direct taxes and any other taxes and duties
- e. Grant budgets may include indirect costs up to 7% of direct costs. In case of subgrants, indirect costs on the subgrant amount should be calculated and presented separately.

### 3. EVALUATION METHOD AND CRITERIA

Proposals submitted in response to this CFP document shall be evaluated following the cumulative analysis methodology, which consists of the following steps:

- a. **Preliminary screening:** This includes an assessment of whether proposals comply with the formal and eligibility criteria stated in [Table 1: Formal and eligibility criteria](#). All proposals which pass this stage will go through a subsequent evaluation as follows.
- b. **Technical evaluation:** This assesses the technical points achieved by each proposal, as per the maximum obtainable points assigned per criteria group in [Table 2.1: Parts of the technical proposal evaluation](#). Only proposals that meet the minimum threshold indicated in [Table 2: Technical criteria](#) shall be considered substantially compliant at this stage. Evaluation of the technical proposals shall be completed prior to opening the financial proposals.
- c. **Financial evaluation:** Financial proposals will only be opened for proposals that have achieved the minimum threshold in the technical evaluation. Financial proposals shall be checked for any mathematical errors in accordance with Article 15, “Minor Informalities, Errors or Omissions” in the [Instructions to Applicants](#). The total financial proposal points achieved for each proposal are determined in accordance with [Table 3: Financial criteria](#).
- d. **Combined analysis:** This evaluation will be conducted based on a combined analysis, analyzing all of the relevant costs, risks and benefits for each proposal. The combined analysis includes the scores from both the technical evaluation, including factors such as risks, sustainability, and others, and the financial evaluation, using a predefined weighting method.

The maximum number of points that an applicant may obtain for its proposal are as follows:

- Technical proposal: 80 points
- Financial proposal: 20 points

The maximum total number of points an applicant may obtain for both the technical and financial proposals is 100. The weighting of the technical and financial proposals will be 80:20.

UNOPS may request clarification or further information in writing from applicants at any point during the evaluation process. In this case, any response from an applicant shall not modify the substance of the proposal, including both the

technical and financial aspects of the proposal. UNOPS may use such information to interpret and evaluate the relevant proposal.

The evaluation of a proposal by UNOPS shall be carried out against the evaluation criteria described in the following tables.

### 3.1. Preliminary screening

Table 1 FORMAL AND ELIGIBILITY CRITERIA	
Criteria evaluated on a pass/fail basis during the preliminary screening	Documents to establish compliance with the criteria
1. The applicant is eligible as defined in Article 1, "Applicant Eligibility" in the <a href="#">Instructions to Applicants</a> .	<ul style="list-style-type: none"> <li>• <b>Proposal</b></li> <li>• <b>Annex 1: Declarations</b></li> <li>• <b>Annex 2: PSEA implementing partner self-assessment</b></li> </ul>
2. The proposal is complete and includes all completed forms and other documentation requested in the <a href="#">Particulars</a> , 'Content of proposal submissions'.	<ul style="list-style-type: none"> <li>• All documentation requested in the <a href="#">Particulars</a>, 'Content of proposal submissions'</li> </ul>
3. The applicant accepts the conditions in the template for agreement, as specified in the <a href="#">Particulars</a> , 'Type of legal instrument'.	<ul style="list-style-type: none"> <li>• <b>Annex 1: Declarations</b></li> </ul>
4. The proposal and all mandatory annexes have been submitted timely and in an appropriate format, as specified in the "Proposals submission" section	
5. The applicant has submitted maximum one proposal per lot	

### 3.2. Technical evaluation

**Table 2 TECHNICAL CRITERIA**
**Criteria evaluated based on scoring during the technical evaluation**

The maximum number of technical points obtainable is detailed in [Table 2.1: Parts of the technical proposal evaluation](#).

To be technically compliant, applicants must obtain a minimum threshold of 70% of the total obtainable points.

**Documents to establish compliance with the criteria**

- **Proposal**

**Table 2.1 Parts of the technical proposal evaluation**
**Obtainable points**

1. Applicant's capacity and expertise

30

2. Proposed methodology, approach and implementation plan

30

3. Key personnel proposed

10

4. Past experience

10

**Total technical proposal points**

**80**

**Table 2.1.1 Part 1: Applicant's capacity and expertise**
**Criteria to be evaluated**
**Documents to establish compliance with the criteria (not exhaustive)**
**Obtainable points**

1.1 The applicant has the general organizational capability to support effective implementation: management structure; financial stability and project financing capacity; management controls; and the extent to which any work would be sub-granted/contracted.

- **Copy of audited financial statements for the last 3 years**
- **Proposal**

6

1.2 The applicant has relevant specialized knowledge in the provision of Technical Assistance related to Reform Actions or in the preparation of EU Accession requirements.

- **Proposal**

8

1.3 The applicant has the presence or experience working in the relevant region, country or area.

- **Proposal**

6

1.4 The applicant has the capacity to undertake the current proposed activities in addition to its current workload.

- **Proposal**

4

1.5 Lessons learned by the applicant from other projects are factored in the proposal for the implementation of the proposed grant support project activity(ies).

- **Proposal**

2

1.6	The applicant has experience successfully delivering similar grant support project activities during the last 5 year(s) prior to this CFP.	<ul style="list-style-type: none"> <li>● <b>Proposal</b></li> </ul>	4
<b>Total points for Part 1</b>			<b>30</b>

**Table 2.1.2 Part 2: Proposed methodology, approach and implementation plan**

No.	Criteria to be evaluated	Documents to establish compliance with the criteria (not exhaustive)	Obtainable points
2.1	The proposal is substantially compliant and does not contain any material deviation(s) from the minimum requirements as stipulated in this CFP document, which indicates the applicant's understanding of these requirements.	<ul style="list-style-type: none"> <li>● <b>Proposal</b></li> </ul>	5
2.2	The applicant's proposed approach and methodology is consistent with objectives and targeted outcomes of the grant/funding and the objectives of the UNOPS project activities under which this grant/funding opportunity is available.	<ul style="list-style-type: none"> <li>● <b>Proposal, Section 3</b></li> </ul>	6
2.3	The proposed approach is technically sound and considered to be an efficient way to deliver the activities and achieve the proposed outputs.	<ul style="list-style-type: none"> <li>● <b>Proposal, Section 3</b></li> </ul>	4
2.4	The activities proposed under the Implementation Plan are aligned with the proposed approach and methodology. The Implementation Plan demonstrates the applicant's capacity to plan and implement the grant support project activities within the identified timelines. It details how different work elements will be monitored, controlled.	<ul style="list-style-type: none"> <li>● <b>Proposal, Sections 3 and 4</b></li> </ul>	6
2.5	The proposal satisfactorily demonstrates that the Health, Safety, Social and Environmental (HSSE) requirements in relation to the grant support project activities will be met.	<ul style="list-style-type: none"> <li>● <b>Proposal</b></li> </ul>	2
2.6	The proposal satisfactorily demonstrates that the Protection from Sexual Exploitation and Abuse (PSEA) requirements in relation to the grant support project activities will be met.	<ul style="list-style-type: none"> <li>● <b>Proposal</b></li> </ul>	2
2.7	The applicant's proposed sub-grantees, if identified, will undertake appropriate quantities of grant support project activities, have demonstrated the capacity to undertake the work and are appropriately located to undertake these Activities.	<ul style="list-style-type: none"> <li>● <b>Proposal, Section 11</b></li> </ul>	2
2.8	The indicators provide a true measure of the result and are the means of verifying a realistic way to capture the information required.	<ul style="list-style-type: none"> <li>● <b>Proposal, Section 5</b></li> </ul>	3
<b>Total points for Part 2</b>			<b>30</b>

**Table 2.1.3 Part 3: Key personnel proposed**

No.	Criteria to be evaluated	Documents to establish compliance with the criteria (not exhaustive)	Obtainable points
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3.1	The composition and structure of the applicant's proposed team is appropriate and the proposed management roles and other key personnel roles are suitable for the implementation of the grant support project activities.	• <b>Proposal</b> , Section 6	4
3.2	The applicant describes and justifies its plan for the size and composition of its team.	• <b>Proposal</b> , Section 6	3
3.3	The qualifications and experience of the proposed key personnel meet the project requirements.	• <b>Proposal</b> , Sections 8 and 9	3
<b>Total points for Part 3</b>			<b>10</b>

**Table 2.1.4 Part 4: Past experience**

	Criteria to be evaluated	Documents to establish compliance with the criteria (not exhaustive)	Obtainable points
4.1	The applicant has experience successfully delivering similar grant support project activities as those to be executed under this Grant agreement	• <b>Proposal</b>	3
4.2	The applicant has conducted work in similar fields as the ones proposed in the Grant agreement in the proposed beneficiary countries.	• <b>Proposal</b>	2
4.3	The applicant has existing relationships with the Central Government or other Decision-Making bodies at regional or municipal level in Slovenia	• <b>Proposal</b>	5
<b>Total points for Part 4</b>			<b>10</b>

### 3.3. Financial evaluation

**Table 3 FINANCIAL CRITERIA**

	Criteria evaluated based on a cumulative analysis methodology during the financial evaluation	Documents to establish compliance with the criteria	Obtainable points
1.	<p>Total Budget: A maximum of 6 points will be allocated to the lowest total budget. Total budgets of other substantially compliant applicants will be scored according to the following formula:</p> $\text{Points for budget amount} = \frac{[\text{lowest total budget amount}] \times [\text{maximum points allocated for the total budget amount}]}{[\text{Total budget amount of proposal under evaluation}]}$	• <b>Annex 3: Financial proposal</b>	4
2.	Applicant organizations comply with the maximum budgets stipulated in the <a href="#">Budget requirements</a> .	• <b>Annex 3: Financial proposal</b>	4
3.	The applicant has provided sufficient justification of budget lines and lump sums.	• <b>Annex 3: Financial proposal</b>	4



4.	The allocation of budget among different categories is appropriate, particularly the allocation between activities and the operational budget.	• <b>Annex 3: Financial proposal:</b>	6
5.	The applicant's cost estimates and the assumptions made for such estimates are reasonable.	• <b>Annex 3: Financial proposal:</b>	2
<b>Total financial proposal points</b>			<b>20</b>