

FORMAL CRITERIA (ADMINISTRATIVE AND ELIGIBILITY CRITERIA) – SGS 1

#	Administrative criteria	
1	The project application has been submitted within the deadline specified in the <i>Call for proposals</i> (The project application has been delivered to the incoming correspondence box of the Ministry of Justice by 08.08.2022 by 23.59)	YES/NO
2	The project application has been submitted in accordance with the permissible method of delivery (Electronically, via the e-PUAP platform)	YES/NO
3	The project application has been submitted using the Project Application template (provided in Annex 1 to the <i>Call for proposals</i>)	YES/NO
4	The project application has been signed with a Trusted Profile or a qualified electronic signature by a person authorized to represent the Applicant (In case the application has been signed by a person other than the President/Mayor of the commune/municipality, a scan of the power of attorney to represent the Applicant is required)	YES/NO
5	The language of the project application is Polish	YES/NO
6	All required fields have been completed in the Project Application form	YES/NO
7	All requested documents have been submitted along with the application: a) Detailed project budget; b) Project implementation schedule; c) Risk analysis; d) Communication Plan; e) The Municipal/Communal Programme for Counteracting Domestic Violence and Protection of Victims of Domestic Violence, adopted by a resolution of the relevant authorities, valid on the day of submission of the application; f) Summary of the project description in English; g) Letter of intent (in case of partnership projects); h) Power of attorney to represent the Applicant (if applicable).	YES/NO

#	Eligibility criteria	
8	The Applicant is eligible for funding, as specified in the <i>Call for proposals</i> (The Applicant is a local government unit at the municipal/commune level)	YES/NO
9	The Project Partner is eligible for funding, as specified in the <i>Call for proposals</i> (The Project Partner is a non-governmental organisations established as a legal person in the Republic of Poland or the Kingdom of Norway or a Polish or Norwegian public entity working in the field of prevention of domestic and gender-based violence). The Project Partner has not been excluded under:	YES/NO

	<p>1) Article 207 paragraph 4 of the Act of 27 August 2009 on Public Finance;</p> <p>2) Article 12 paragraph 1 point 1 of the Act of 15 June 2012 on the consequences of entrusting performance of work to foreigners residing on the territory of the Republic of Poland;</p> <p>3) Article 9 paragraph 1 point 2a of the Act of 28 October 2002 r. on the liability of collective entities for acts prohibited under penalty.</p>	
10	<p>The project implementation period is within the permissible limits provided in the <i>Call for proposals</i> (i.e. up to 12 months between December 2022 to December 2023)</p>	YES/NO
11	<p>The requested grant amount is within the permissible limits provided in the <i>Call for proposals</i> from EUR 5 000 (PLN 23 218) to EUR 400 000 (PLN 1 857 440)</p>	YES/NO
12	<p>This is the first application submitted by the Applicant</p>	YES/NO

NOTE:

Applications non-compliant with criteria 1-3 or 8-12 shall not be considered (the Applicant shall not be requested for clarifications/additional information).

In case of non-compliance with criteria 4-7, the Applicants shall be requested for clarifications/additional information.

In case more than one project application is submitted, the Programme Operator will evaluate only one of them (registered first), other applications shall not be considered.