

Administrative and eligibility criteria (stage I) for evaluation of project concept notes submitted under the Environment, Energy and Climate Change Programme implemented as part of the EEA Financial Mechanism for 2014-2021

“The construction of an installation for fuel (pellets) production from agricultural and forestry biomass“

No.	Criterion	Criterion description and information on what basis assessment will be done	Assessment rules: Yes/No	Comment
1.	2.	3.	4.	5.
ADMINISTRATIVE CRITERIA				
1.1.	Concept note submission deadline met	The concept note has been submitted within a deadline specified in the open call announcement.	Yes/No	
1.2.	Concept note submission form	The concept note has been submitted on the appropriate template and in the required form.	Yes/No	
1.3.	Representation of the applicant	The concept note has been properly signed by an authorized applicant's representative.	Yes/No	
1.4.	Completeness of submitted concept note and attachments	The concept note is complete and all attachments required in the announcement are attached.	Yes/No	
ELIGIBILITY CRITERIA				
1.5.	Eligibility of the applicant	The applicant falls within the list of potential beneficiaries specified in the open call announcement. The applicant is not subject to exclusion from co-financing on the basis of applicable regulations (e.g. the Act on Public Finance).	Yes/No Yes/No	
1.6.	Eligibility of the project partner (if applicable)	The entity indicated as the project partner is included in the catalogue of partners specified in the open call announcement.	Yes/No/NA	
1.7.	Level of co-financing and the amount of the grant applied for in the concept note complies with the Programme provisions	The requested level and amount of project co-financing is in line with the open call announcement.	Yes/No	
1.8.	Eligibility of the project implementation period	The project completion date is within the eligibility	Yes/No	

		period indicated in the open call announcement.		
1.9.	Number of concept notes submitted by a given applicant	The number of concept notes submitted by the applicant is in line with the open call announcement.	Yes/No	
1.10.	Fulfillment of the applicant's public law obligations	There was no final court ruling or final administrative decision regarding late payment of taxes, fees or social security or health insurance contributions in relation to the applicant. The applicant is not in arrears with payment of local taxes and fees referred to in the Act of 12 January 1991 on local taxes and fees (Journal of Laws of 2019, item 1170)	Yes/No	Based on a statement
1.11.	No double financing	The project is not financed from other assistance programmes.	Yes/No	Based on a statement
1.12.	Durability of project	Ensuring project durability	Yes/No	Based on a statement

