

### Annex 3

## "Research and Development Grants" Regulations for the Open Call for Proposals "Research and Development Grants 2024" of Riga Technical University

1. The criteria have been developed in compliance with Clause 29 of Cabinet Regulation No. 721 of 5 December 2023 "Implementation Regulations for the Second Round "Consolidation and Implementation Grants for Governance Changes" of Reforms 5.2 and of Investment 5.2.1.1.i "Research, Development and Consolidation Grants" of Reform 5.2.1.r "Higher Education and Science Excellence and Governance Reform" of Investment Direction "Ensuring the Change of the Higher Education Governance Model" (hereinafter - Cabinet Regulation No. 721. Riga, 5 December 2023 (Minutes No. 60, §59))

2. After the submission of Project Proposals, in accordance with Section 7 of the Regulations, the RTU Research Projects Board (hereinafter - RPB) shall check the eligibility of the Project Proposal with the administrative criteria by completing Annex 3 to the Regulations "Project Proposal Administrative Eligibility Assessment Form and Criteria for Assessing Administrative Eligibility" (hereinafter - the Administrative Assessment Form).

3. The Administrative Assessment Form shall be completed by the RPB, indicating under each administrative eligibility criterion whether it has been met. If the criterion is fully met, it shall be marked with a "Yes", if the criterion is not met or partially met, it shall be marked with a "No".

4. If an administrative eligibility criterion is marked with a "No", the RPB shall indicate in the Administrative Assessment Form why the criterion has not been met.

No.	<b>Administrative eligibility criterion</b> <i>In accordance with Clause 29 of Cabinet Regulation No. 721</i>	<b>Implementation</b> <i>All administrative eligibility criteria shall be subject to the following conditions</i>	<b>Yes/No</b>
1.	<b>The Project Proposal is fully completed, formatted and submitted using the Information System</b>	1. The Project Proposal has been submitted in the National Scientific Activity Information System (hereinafter - the Information System) by the deadline for submission of Applications set out in the Rector's Order referred to in Section 7 of the Regulations for the Open Call for Proposals "Scientist Grants 2024" of Riga Technical University.	
		2. It has been completed and formatted in accordance with the requirements specified in Sections 33 and 34 of the Regulations for Research and Development Grants and Annex 2 "Methodology for the Presentation and Submission of the Project Proposal and Final Scientific Report of the Project" to the Regulations.	
2.	<b>The relevant sections of the Project Proposal are submitted in Latvian or English in accordance with the requirements set</b>	1. In accordance with Annex 2 "Methodology for the Presentation and Submission of the Project Proposal and Final Scientific Report of the Project" to the Regulations for Research and Development Grants, the following language requirements have been	

	<b>out in the Regulations</b>	<p>observed:</p> <ul style="list-style-type: none"> <li>a. Part A and its Chapters are completed in Latvian and English;</li> <li>b. Part B "Description of the Project Application" is completed in English and attached as an annex in the Information System;</li> <li>c. Part C "Curriculum Vitae" is completed in English and attached as an annex in the Information System;</li> <li>d. Part D "Acknowledgment by the Project Applicant" is completed in Latvian and attached as an annex in the Information System, signed by the Project Scientific Leader and the Head of the Unit where the Project will be implemented;</li> <li>e. a copy of the Scientific Leader's DSc Diploma is attached in the Information System in the CV section of Chapter 2 of Part A;</li> <li>f. Part E "Acknowledgment by the Consolidation Partner of the Research Project" completed in Latvian and attached as annex in the Information System and signed by the Consolidation Partner.</li> </ul>	
3.	<b>The requirements of the Regulations of the Call for Proposals regarding the conditions for participation of the Project Scientific Leader, Project Implementers are met</b>	<ul style="list-style-type: none"> <li>1. The Project Scientific Leader fulfils the requirements set out in Sections 20.1, 20.3, 21, 23 and 25 of the Regulations for Research and Development Grants.</li> <li>2. The Project Implementers fulfil the requirements set out in Sections 20.2, 21 and 23 of the Regulations for Research and Development Grants.</li> </ul>	
4.	<b>The Project will be carried out in a scientific institution and in the form of a grant that complies with the requirements of these Regulations</b>	<ul style="list-style-type: none"> <li>1. The Project will be implemented in the form of a grant as described in Section 3 of the Regulations for Research and Development Grants.</li> <li>2. The Consolidation Partner, if any, complies with Section 18 of the Regulations for Research and Development Grants.</li> </ul>	
5.	<b>The eligible costs indicated in the Project Proposal comply with the requirements set out in the Regulations</b>	<ul style="list-style-type: none"> <li>1. The supported activities specified in the Project Proposal comply with the requirements of Section 27 of the Regulations.</li> <li>2. The eligible cost items indicated in Chapter 4 "Project Budget" of Part A of the Project Proposal comply with the requirements of Section 28 of the Regulations.</li> </ul>	
<p>The eligibility criteria were assessed by:</p> <p>Date:</p> <p>Signature:</p>			