



WBIF Grants for Technical Assistance Guidelines

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List of abbreviations

Abbreviation	Meaning
AFD	Agence Française de Développement
C	Completed
C&V	Communication and Visibility
CC	Climate Change
CEB	Council of Europe Development Bank
CRS- code	Common Reporting Standard (code)
DD	Detailed Design
DG NEAR	Directorate-General for Neighbourhood Policy and Enlargement Negotiations
EBRD	European Bank for Reconstruction and Development
EC	European Commission
EE	Energy Efficiency
EIB	European Investment Bank
EIP	the Economic and Investment Plan for the Western Balkans
ENE	WBIF Clean Energy/ Energy Efficiency Sector
ENV	WBIF Environment/Climate changes Sector
ERP	Economic Reform Programme
ESIA	Environmental and Social Impact Assessment
EU	European Union
EUD	European Union Delegation
EWBJF	European Western Balkans Joint Fund
FI	Financial Institution
FIDIC	Fédération Internationale des Ingénieurs-Conseils (International Federation of Consulting Engineers)
FS	Feasibility Study
FTE	Full-time Equivalent
GAF	Grant Application Form
GDP	Gross Domestic Product
GHG	Greenhouse Gas
IFI	International Financial Institution
IFICO	IFI Coordination Office
INV	Investment grant, co-financing support
IPA	EU Instrument for Pre-Accession Assistance
IPF	Infrastructure Project Facility
KfW	Kreditanstalt für Wiederaufbau
Lead IFI	Lead Financial Institution
LM	Line Ministry
MIS	Management Information System
MP	Masterplan
MSME	Micro, Small and Medium Enterprise
NA	Not Applicable
NIC(s)	National Investment Committee(s)
NIPAC(s)	National IPA Coordinator(s)
NS	Not Started
OECD	Organisation for Economic Co-operation and Development
PECI	Project of Energy Community Interest
PF	Pre-feasibility Study
PFG	Project Financiers' Group
PIU	Project Implementation Unit

PMU	Project Management Unit
REEP	Regional Energy Efficiency Programme for the Western Balkans
SC	Steering Committee
SEA	Strategic Environmental Assessment
SOC	WBIF Social Sector
SPP	Single Project Pipeline
SSPP	Single Sector Project Pipeline
TA	Technical Assistance
TA GAF	Grant Application Form for Technical Assistance
TEN-T	Trans-European Transport Network
ToR	Terms of Reference
TRA	WBIF Sustainable Transport Sector
VAT	Value added tax
WB EDIF	Western Balkans Enterprise Development and Innovation Facility
WBG	World Bank Group
WBIF	Western Balkans Investment Framework
WIP	Work in Progress

Glossary

In these Guidelines, the following terms have the meaning defined below:

- **Action:** means a part of a Project, in relation to which the beneficiary seeks the grant financing from the WBIF. An action is composed of a set of activities proposed to be financed in full or in part with the grant from the WBIF.
- **Grant Application Form (or GAF):** is a standardised template the beneficiaries use to apply for WBIF funding, i.e. technical assistance and investment grants. Upon approval by the WBIF, the GAF becomes part of the contractual framework.
- **GAF Guidelines:** instructions to the applicants outlining generic and specific conditions applicable to all calls for applications. It also details further the GAFs. The Guidelines are updated as needed, following the WBIF meetings.
- **IFICO:** is a service provider procured and financed by the EC supporting the WBIF Secretariat with its tasks. The IFICO team is based in Brussels with a secondary office in the Western Balkans.
- **Instrument for Pre-accession Assistance (IPA):** is the means by which the EU supports reforms in the enlargement countries with financial and technical help.
- **Investment grants:** means the contribution WBIF funding makes to the total investment cost of a project. It is expressed as the co-financing rate, which is subject to a maximum threshold and is defined as a percentage of the total investment cost (i.e. costs for works and supplies including contingencies).
- **Infrastructure Project Facility (IPF):** is a technical assistance facility implementing grants allocated by the WBIF. The IPFs are funded by the European Commission. IPF 1, 2 and 3 were managed by the EC directly; subsequent IPFs are managed by the EIB.
- **Lead Financial Institution (or Lead IFI):** is a multilateral or bilateral financial institution which supports the Project and provides a loan once the Project is mature. The following financial institutions are Lead IFIs: AFD, CEB, EBRD, EIB, KfW, and the World Bank Group.
- **MIS:** means the management information system administered by the WBIF Secretariat which, among others, is used for the selection of projects for financing and tracks progress of actions financed with grants from the WBIF.
- **National Investment Committee (or NIC):** is the national decision-making body, usually chaired by the Deputy Prime Minister or the Minister of Finance, where the Single Project Pipeline (SPP) is formally endorsed.
- **National IPA Coordinator (or NIPAC):** is the national body responsible for the overall coordination and monitoring of EU assistance under all IPA Components.

- **Phase:** is applicable in cases where a larger infrastructure project is implemented in several stages depending on the technical, financial and/or functional issues.
- **Project:** means an overall investment project proposed for financing under the WBIF. The Action is an integral part of the project.
- **Project Financiers' Group (PFG):** means the group consisting of representatives of the European Commission, financial institutions members of the WBIF, bilateral donors, development agencies of contributors and responsible for screening and assessing requests for financial support through the WBIF.
- **Single Sector Project Pipeline (SSPP) and Single Project Pipeline (SPP):** The SSPP is a list of strategically relevant and prioritised projects, submitted by each Line Ministry (LM) to the NIC technical secretariat for further financial programming. Mature, top priority projects are selected by the NIC technical secretariat, as appropriate, to form the Single Project Pipeline (SPP), which is submitted to the NIC for approval.
- **Target groups:** are persons or groups in society and entities who are to be directly affected by the positive impact of the Project.

1. Purpose of the Guidelines

The aim of these Guidelines is to assist the WBIF stakeholders, in particular officials from relevant institutions in the Beneficiary countries, in preparing and submitting applications for technical assistance grants, in order to ensure swift deployment of the Economic and Investment Plan (EIP) for the Western Balkans, adopted by the European Commission on 6 October and endorsed in Sofia at the Western Balkans Summit on 11 November 2020.¹

These Guidelines are only for applications for WBIF Technical Assistance (TA) grants and should be used in conjunction with the TA Grant Application Form (hereafter referred to as TA GAF). In the TA GAF short instructions are included how to fill in the application form, and these Guidelines provide more detailed instructions. In addition, this document is supplemented with information available on the WBIF website (www.wbif.eu). The guidelines do not describe the blending facility, its working arrangements and operation, the project selection process and implementation. Applicants are invited to consult the [WBIF Guide](#) and the [WBIF Rules of Procedure](#) in this respect.

Applications for investment grants (INV) are covered by different guidelines. The financial assistance offered by WBIF-supported investment facilities, such as the Western Balkans Enterprise Development & Innovation Facility (WB EDIF) and the Regional Energy Efficiency Programme (REEP), is governed by the rules and procedures specific to each facility.²

The TA GAF requires input from various stakeholders, including the Lead IFI and the Finance Ministry. Adequate time and attention should be foreseen for consultation with all stakeholders and obtaining their preparation. When the TA GAF is completed, the National IPA Coordinators (NIPAC) must submit the project application(s) online via the Management Information System (MIS) of WBIF. This is done by inserting the text of the different sections in the application form generated automatically by the system. This must be done before the deadline of the call. Access to the MIS for this purpose has been provided to the NIPACs.

Technical support to entities preparing the TA GAF can be provided by IFICO³. The Beneficiaries must ensure that the required information is provided and that the applications are of good quality. Beneficiaries are encouraged to seek additional advice from the IFICO if required.

¹ For more information, please access this [link](#)

² For further details, please visit <http://www.wbedif.eu/about-wb-edif/>; <http://www.wb-reep.org/eng/about>

³ IFICO is an EC financed project, contracted by DG NEAR, which supports better coordination and communication among the EC, IFIs, bilateral donors and Beneficiaries in the Western Balkans. It provides a range of services including research and analyses, technical assistance, communications and administrative support.

2. General principles for TA grant support

Key aspects that should be considered when preparing applications for WBIF financing are:

- Beneficiary ownership, a clear financing perspective for the implementation of the Project(s) and long-term sustainability.
- Projects and proposed activities for WBIF grant financing must be in accordance with the eligibility criteria of the call.
- Projects must be prioritised and identified in the Single (National) Project Pipelines (SPP) compiled within the remit of the National Investment Committee (NIC)⁴ or equivalent national structures. Project that are not yet included in the SPPs may exceptionally be submitted if there is no SPP for that sector.
- Projects must be clearly indicated as part of a national or sectoral development plan/strategy adopted by the Beneficiary country(ies).
- Projects must be consistent with the specific policies, rules, procedures, and standards (socio-environmental standards, including the promotion of gender equality, non-discrimination and equal opportunity) of each source of funding. The applications should address gender equality and integration of vulnerable communities, in the labour market.
- Projects must be supported by one of the IFIs represented in WBIF.
- Proposed activities for WBIF grant financing must reflect the logical sequence of the project cycle and, should, therefore, be confined to immediate needs, in order to ensure efficient use of resources.
- The applications must demonstrate that the long-term financial sustainability and the impact of (especially large-scale) projects on public debt have been considered. Applications can be strengthened in this respect by ensuring that the Ministry of Finance (MoF) is invited to comment on the proposal and that these aspects are reflected in the application.



Attention!

For projects where preparatory studies are under development (e.g. the feasibility study is being prepared), the grant financing for next stage will not be provided until these studies are completed and the results approved and endorsed. Similarly, where a grant has already been awarded but not disbursed, additional grant financing will not be considered.

⁴ Set up in 2015, the purpose of the NIC is a) to increase transparency in the selection process of the investment projects, b) ensure the highest level political commitment for priority investments; and c) improve the coordination of the various actors involved in financing and implementing priority projects.

3. Eligibility criteria

The following eligibility criteria apply for the Projects and the proposed activities for WBIF grant financing.

3.1. Geographical coverage

Projects must be implemented on the territory of one or more of the following Beneficiaries: Albania, Bosnia and Herzegovina, North Macedonia, Kosovo*, Montenegro, and Serbia.

For regional projects covering one or more of the Beneficiaries and other non-eligible countries, the grant financing provided through WBIF will cover only the part of the project implemented on the territory of the participating Beneficiaries.

The legal entity benefiting from the grant must be registered within the Beneficiary country. For regional projects involving also non-eligible countries, the institution or body in charge of the investment may be based in a non-eligible country, but the grant financing provided through WBIF will cover only the part of the project implemented on the territory of the participating Beneficiaries.

3.2. Eligible project promoters

Projects must be implemented by:

- ➔ public entities;
- ➔ private entities such as for example, entities established within the context of public-private partnerships (PPPs), joint ventures or mutual joint ventures; or
- ➔ other entities with mixed public-private capital,

in each case responsible for the management, construction and provision of public utilities and services.

3.3. Eligible criteria for specific sectors

Projects must support the implementation of the Economic Investment Plan for the Western Balkans, and in particular its flagship priority investments.

The Plan identifies ten investment flagships to support major road and railway connections in the region, renewable energy and the transition from coal, renovation of public and private buildings to increase the energy efficiency and reduce greenhouse gas emissions, waste and waste water management infrastructure, as well as the roll out of broadband infrastructure. Other flagships include increased investments in the private sector to boost competitiveness and innovation, in particular of small and medium sized companies and a Youth Guarantee.

The eligibility criteria and specifications are communicated by the WBIF Secretariat at the launch of calls for proposals/rounds. These may apply to the eligibility of the Action (for example, the types of activities, sectors, geographical coverage of the projects covered by the round), and/or to the eligibility of the beneficiary entity (for example, the project promoter's legal and administrative status). With the EIP for the Western Balkan and IPA III starting in 2021, the European Commission has reviewed and aligned the eligibility criteria for public blending, as follows:

3.3.1. Eligibility Criteria for the Sustainable Transport Sector

- ➔ Transport projects shall relate to one of the three transport flagships (Connecting East to West, Connecting North to South, Connecting the Coastal Regions) suggested in the Annex of the Economic and Investment Plan and/or be located on the indicative extension of the TEN-T Core network to the Western Balkans. Projects that match both criteria are prioritised;
- ➔ For rail: Improvements in the rail network will be key to lowering emissions, fostering modal shift (namely freight) and creating a sustainable transport network, including modernisation of key railway stations and enhancing their connections with other public transport systems;
- ➔ For roads: The integration of sustainable and smart elements in road transport, such as multimodal transport nodes, electric charging stations or intelligent transportation system (ITS) will be promoted;
- ➔ For maritime and inland waterways: Support will continue for maritime and inland waterway ports and related infrastructure, with the exception of tourism terminals and facilities dedicated specifically to the transport and storage of fossil fuels. Investments should enhance the resilience of port and other infrastructure to disasters and climate change and focus on developing multimodal, interoperable solutions. For the avoidance of doubt, only Core airports, Core maritime ports and Core inland ports as defined under the Indicative Extension of the TEN-T Network to the Western Balkans are eligible for investment grants;
- ➔ Multimodal transport: Priority is given to green multimodal public transport solutions.
- ➔ Rolling stock, vessels and vehicles are not eligible.

3.3.2. Eligibility Criteria for the Clean Energy/Energy Efficiency Sector

- ➔ Environmentally sound investments in renewable energy sources and roll-out of clean and modern energy technologies and low-carbon fuels;
- ➔ In line with the foreseen initiative “Coal regions in transition platform in the Western Balkans and Ukraine”, support to transition strategies offering cleaner alternatives to coal for the coal-dependent regions (e.g. switch to modern, low emission gas infrastructure and renewable energy, and other investments supporting a green economy transition in the region, including energy efficiency, circular economy and economic diversification into other green activities), while avoiding lock-in effects;

- Energy interconnections (prioritised in the framework of the Energy Community with the Projects of Energy Community Interest and Projects of Mutual Interest);
- New gas infrastructure, new future-proof pipelines (including the extension of the Trans Adriatic Pipeline) respecting EU rules and demonstrating its long-term viability (prioritised in the framework of the Energy Community with the Projects of Energy Community Interest and Projects of Mutual Interest);
- In line with foreseen “EU renovation wave”; refurbishing and improving building stock;
- Modernisation of the electric grid and development of smart grids;
- Priority is given to investments fostering energy market integration;
- Diversification of supply.

3.3.3. Eligibility criteria for the Environment/Climate Change Sector

- Infrastructure for flood prevention, protection and mitigation;
- Development of hazard and flood risk prevention maps, plans and measures, including public information and training in reducing risks;
- Integrated Solid Waste Management infrastructure, including waste treatment, energy production, biomass, landfill phase-out;
- Waste-water treatment and drinking water supply;
- Establishment of proper air and water monitoring systems and pollution prevention measures;
- Deployment of reservoirs, and irrigation infrastructure and water use efficiency, etc.;
- Ecological green and blue infrastructures; ecosystem restoration and resilience; restoration of carbon-rich habitats; water retention through nature, nature-based solutions, including freshwaters, forests, soils;
- Only large-scale projects (e.g. waste-water treatment for capitals or other similarly large cities), or investments with regional impact are eligible;
- When duly justified, also pilot, exploratory, and innovative projects with potential expansion/duplication at the regional level may receive WBIF co-financing.

3.3.4. Eligibility criteria for the Digital Sector

- Investments in digital infrastructures should focus on deploying ultra-fast and secure broadband with a view to ensuring universal access, promote higher energy efficiency standards and resilience. The development and roll-out of national broadband infrastructure should have a particular focus on connecting 'white zones' (areas without access to the broadband network);
- Digital infrastructures and security should be improved with particular focus on remote areas and low-income population;
- Digital access to citizens particularly in business, integrating digital, secure

infrastructures with collaborative digital environment;

- Setting up secure, energy-efficient and trustworthy data centres, edge and cloud infrastructures, as well as linking to EU initiatives on high-performance computers;
- Building on ongoing initiatives such as the Balkan Digital Highway, exploring synergies with other connectivity areas such as transport and energy in the context of infrastructure sharing;
- Exploring synergies with other connectivity areas such as transport and energy in the context of infrastructure sharing (e.g. Balkans Digital Highway);
- Projects in the digital sector have to ensure alignment with EU's rules related to data protection and EU practices to mitigate cybersecurity risks (compliance with the EU toolbox⁵). Interventions have to be part of broader strategies at regional and or country level.

3.3.5. Eligibility criteria for the Social Sector

- Education infrastructure. Construction and/or conversion/extension of education infrastructure future proof (energy, climate and disaster resilient), sustainable and equipped for digital education. Priority is given to investments contributing to the Economic and Investment Plan Flagship 10 Youth Guarantee, notably addressing the possible shortage of education, continued education and traineeship infrastructures and accessibility;
- Health infrastructures. Construction and/or conversion/extension of healthcare facilities (hospitals, clinics, health centres, hospices, etc.) future proof (energy-efficient, disaster-resilient), sustainable, high-quality and digital healthcare systems (e.g. hospitals and health centres, networks of health infrastructures, etc.);
- Investments have to be part of a country or regional education and health strategy;
- Only investments with regional impact are eligible;
- When duly justified, also pilot, exploratory, and innovative projects with potential expansion/duplication at the regional level may receive WBIF co-financing.
- Technical Assistance can be deployed to support the preparation of public sector investments under WBIF.

3.4. Eligible activities

The WBIF grant financing can be used for the following TA activities:

- Support for project preparation (e.g. masterplans, (pre)feasibility studies, environmental and social impact assessments, comprehensive risks assessments, including disasters and climate change risks and vulnerability, designs, etc.). It does not include activities related to the technical review, check and verification of any project design(s) as per national legislation, and/or other activities specific to the urban planning and/or land ownership (e.g. the preparation of urban plans,

⁵ COM(2020) 40 final Secure 5G deployment in the EU - Implementing the EU toolbox

documentation for land expropriation, etc.), that fall under the Beneficiary's responsibility as part of its own due diligence and control for the project management.

- ➔ Support for project implementation: project management (including tender documents, procurement assistance), communication and visibility, etc.;
- ➔ Construction supervision (only for funding channelled through the Joint Fund);
- ➔ Support for overcoming specific obstacles delaying the preparation or implementation of projects. For faltering projects, a thorough analysis of the causes thereof, as well as a clear and logical use of the grant to drive their progress, must be provided in the grant application. As a general principle, the WBIF will not add more subsidy to an existing investment but will consider support for improving the policy/regulatory environment of that investment through capacity building.

3.5. Financial Institutions' involvement

All projects must have a "Lead Financial Institution" (Lead IFI) that is either expected to contribute in financing the Project for which preparation support is sought or which has already allocated funds to a Project for which support is needed to facilitate its implementation.

There can be more than one Financial Institution interested to co-finance projects and, indeed, co-financing is encouraged for suitable projects. The project promoters must indicate in the TA GAF, which Financial Institution(s) is/are participating and providing a contact person thereof.

Project promoters must consult with the Lead IFI on the proposed project before its submission, and the Lead IFI can contribute in preparing the TA GAF.

The Lead IFI must be AFD (Agence Française de Développement), CEB (Council of Europe Development), EBRD (European Bank for Reconstruction and Development), EIB (European Investment Bank), KfW (KfW Development Bank), or WB (World Bank Group).

3.6. Eligible costs

When calculating the eligible costs of a project that may benefit from grant financing, the rules and procedures of the European Commission, the partner IFIs, and the EWBJF apply.

In particular, to be **eligible** for EU funding, costs must:

- ➔ be necessary for the implementation of the Action, be included in the estimated budget attached to the Contribution Arrangement, be reasonable and justified and consistent with the principles of sound financial management, in particular in terms of value for money and cost-effectiveness;
- ➔ be generated during the lifetime of the project (i.e. during the period of eligibility for EU funding as will be specified in the Contribution Arrangement);
- ➔ be identifiable and verifiable.

Beneficiaries must take care to avoid any unnecessary or unnecessarily high expenditure.

As a rule, the following costs related to any Action are **not eligible**:

- ☒ Costs incurred before the date on which the Contribution Arrangement is signed between the Commission and the Managers of the Joint Fund. Exceptionally, the grant may be awarded for an Action which has already begun only if the applicant can demonstrate and justify the need to start the Action before the Contribution Arrangement is signed. In this case, expenditure incurred before the submission of the grant application is, as a general rule, not eligible for financing. Retroactive financing (cost incurred before the grant agreement is signed with the Beneficiary) is an exception, and such a request will be assessed on a case by case basis.
- ☒ Expenditure outside the eligibility period⁶;
- ☒ Expenditure ineligible under national rules;
- ☒ Cost of purchase of land or buildings, except where justified and necessary for the implementation of the Action and expressly set out in the TA GAF as approved by the WBIF;
- ☒ Planning/design (permits) fees;
- ☒ Technical review, check and verification of project design(s) as per national legislation and other activities specific to urban planning and/or land ownership, e.g. preparation of urban plans, documentation for land expropriation;
- ☒ Evaluation and audit;
- ☒ Value-added tax (VAT) to the extent that VAT is recoverable;
- ☒ Customs and import duties, or any other charges;
- ☒ Fines, financial penalties, and expenses of litigation;

⁶Detailed information related to the eligibility period of the grant is provided in section 3 of the “[Guide to the Western Balkans Investment Framework](#)”.

- ☒ Second-hand equipment;
- ☒ Bank charges, cost of guarantees and similar charges;
- ☒ Conversion costs, charges and exchange losses associated with any of the component-specific euro accounts, as well as purely financial expenses;
- ☒ Contributions in kind.



Attention!

Construction supervision is only eligible for funding channelled through the Joint Fund; therefore, it is not eligible under the IPF instrument.

3.7. Complementarity with other EU support

Project proposals must complement and not duplicate or displace other EU support mechanisms or other donor programmes supported or planned.

Projects must be considered with reference to national priorities and support from the Instrument for Pre-accession Assistance (IPA). The EU Delegations will be consulted on the individual grant applications in the screening phase and, ideally, they should be consulted by Beneficiaries in advance, during the project development stages and preparation of the TA GAF.

3.8. Timeline for TA Round 25

Round launch	10 - 11 December 2020
Pre-notification deadline	12 February 2021
Submission deadline	26 February 2021
Endorsement deadline	05 March 2021
Screening	Until 26 March 2021
1 st Paris Group	13 April 2021
Assessment	Until 07 May 2021
2 nd Paris Group	13 May 2021
31 st PFG	Tentatively 19-20 May 21
WBIF Strategic/Operational Boards	Tentatively 22-23 June 2021

4. Step-by-step guide to developing a TA GAF

This chapter provides several specific recommendations for key issues of a TA GAF and should be used in conjunction with the instructions provided in the TA GAF.

The TA GAF consists of four main sections: (i) Identity of the Project; (ii) Description of the Project; (iii) Description of the Action; and, (iv) Annexes (some of which must also be completed).

4.1. General guidance

It is expected that the project promoters prepare the TA GAF together with or under the supervision of the NIPAC, and in close cooperation with the Lead Financial Institution. The TA GAF is the only document to be submitted by the Beneficiary to the WBIF for applying for grant financing.

The TA GAF should be carefully and accurately filled in by the project promoters. It is the key document during the screening and assessment phases leading up to the Project Financers' Group (PFG), and the basis of a later financing decision of the WBIF Operational Board. Low quality and/or missing information could lead to rejection and delays in the project implementation.

In completing the TA GAF, the “Western Balkans Investment Framework. A Guide”, available on the WBIF website⁷, can be useful. This document includes additional information about the WBIF specific requirements and grant application process.

During TA GAF preparation, it is recommended to communicate periodically on the progress with key stakeholders and obtain feedback from them to avoid putting extensive effort in applications that are not eligible or have serious eligibility deficiencies (such as lacking maturity). Early involvement of and coordination with all stakeholders, in particular the Lead Financial Institution, the EU Delegation and the line ministries are essential for the timely delivery of qualitative applications.

Most of the information requested in the TA GAF should already exist from the various project documentation; therefore, the main effort is to collect and reformat this information to fill in the TA GAF. All the sections of the TA GAF must be completed with the required information.

TA GAFs have to be accurate and detailed and should demonstrate why grant funds are crucial to the realisation of the Project. The answers should be kept short and straightforward. Acronyms must be explained when they are used for the first time, and technical specialist language must be avoided, as well as the irrelevant background information and repetitions. Images and/or graphics should be used, as appropriate.

⁷ Please, access this [link](#)

In the following sub-sections, guidance comments are provided on the main elements of the TA GAF.

4.2. Project Description

4.2.1. Background and context

The project promoter needs to give a good overview of the context in which the Project will be developed, as well as a broad description of the Project's scope, including the main outputs envisaged. An overview must be provided of the current situation and trends in the sector which the Project is addressing. This requires describing the needs within the project area in the relevant field/sector.

The project promoters must therefore be clear on what change they want to achieve via the Project, who they will target and who will benefit from the Project's activities. The type of benefit they will enjoy, and the number of the final beneficiaries must be quantified as much as possible.



Attention!

- Present concisely and coherently all the general information needed to understand the Project in the sub-sections 19.1, 19.2 and 19.5 of the TA GAF;
- Ensure the description focuses on the Project, not on the Action for which WBIF grant financing is requested;
- Ensure that all-important target groups are identified and described (those who will benefit from Project and grant implementation);
- Use and quote official sources of information to justify the key problems/main deficiencies (see sub-section; 19.6 of the TA GAF)
- Ensure that a map of the Project's location is included in the sub-section 19.4 of the TA GAF;
- Avoid using jargon, acronyms and technical language, irrelevant background information, technical specialist language.

4.2.2. Main objectives

The Project objective defines what the project aims to achieve ('what and who will benefit'), and therefore this is not a description of activities.

The requested information to be provided in the subsection 19.3 of the TA GAF is twofold: (i) definition of the Project's socio-economic objectives; (ii) reference to the medium and long-terms objectives, strategic plans/other relevant strategic documents.

The objectives of the Project must be realistic (be achievable within the timeframe of the Project with the proposed budget and means), clear (without ambiguity), quantified as far

as possible, and linked to the Project. They should directly address the problem(s) targeted by the Project. The link must be clear between identified problems and needs (gaps/shortcomings/deficiencies), project objectives and proposed solution(s).

Socio-economic objectives should be identified and as much as possible quantified and linked to the project. For example, the following can be quantified: employment opportunities and business development in the project area, improved living and health conditions in the project area, resource savings, emissions reduction, synergies with other regional or national programmes, etc.



Attention!

- The objectives must be SMART (specific, measurable, achievable and timebound) and address the needs of the target group(s);
- Link identified problems to project objectives and proposed solution(s).
- Ensure consistency with the information provided in section 26 “Expected results”.

4.2.3. Project status and planning

In section 20 “Indicative project status and planning” of the TA GAF, the key milestones must be provided for the Project. It should be noted that this section is expected to be updated before contracting and/or in case there are material changes in the Project calendar.

The estimated duration for each activity and the total period must be realistic taking into consideration all relevant factors that may affect the implementation timetable.

It is recommended to consider the following planning principles:

- Activities must follow the sequential/logical order of Project development;
- The duration of relevant procedures (e.g. review and public consultation, obtaining of permits) should be in line with the periods as defined in the applicable regulations;
- The estimated duration of each activity must include a reserve and not estimated based on the shortest (theoretical) possible duration;
- The impact of foreseeable periods where the project will be on hold as well as excessively busy periods should be taken into account;
- Periods when institutions involved operating under a different regime (e.g. vacations, public holidays, etc.) or target groups are engaged in other activities (e.g. election campaign, intensive activity season in agriculture, etc.) should be considered;
- Activities depending on one another should not overlap;
- The key stages in the development of a Project may also consider, e.g. securing internal management approvals for the Project, securing match funding, securing ownership/control of sites, securing planning approval, completion of design works, launching procurement of contractors, appointing contractors, start on site, completion of works, hand over and official opening.



Attention!

- Ensure that the stage of the Project reflects its current status: e.g. Previous stages/phases of the Project must be completed, and all conclusions are drawn and endorsed;
- The planned activities can realistically be implemented within the foreseen period and are logically sequenced; each activity is designed to be implemented within a suitable period;
- The preparatory time is adequately planned for each activity but where possible activities could be executed (partly) in parallel (e.g. preparation of tender documents or the launch of a pre-qualification stage could start already during the first months of a design activity)
- Ensure consistency with sections 19 “Description of the Project”, 20 “Indicative project status and planning” and 33 “Indicative calendar of the Action”.

4.2.4. Strategic justification

There are specific sector factors that project promoters should consider in the preparation of proposals. First, after satisfying that projects meet the overall objective of the WBIF of supporting priority investments in line with the EIP for Western Balkans and the EU accession objectives, it is essential that Projects also comply with the adopted national strategy for that sector and with relevant national and regional development plans and strategies, particularly those relating to the relevant specific sector.

In addition, in section 21 of the TA GAF, the project promoter needs to explain how the Project is coherent with and contributes to the fulfilment of EU policies and core directives (e.g. environment, climate change, state aid, public procurement), the Economic Reform Programme (ERP), the priorities of the Instrument of Pre-accession Assistance (IPA) and/or those of other bilateral donors.

In preparing this section, the relevance of the Project to the implementation of pertaining strategic frameworks should be considered, including:

- [Economic and Investment Plan for the Western Balkans and Guidelines for the implementation of the Green Agenda for the Western Balkans](#);
- [EU Enlargement Strategy](#);
- [Multiannual Action Plan for a Regional Economic Area](#);
- Energy Community Treaty;
- Transport Community Treaty;
- [Digital Agenda for the Western Balkans](#);
- Indicative Strategy Papers (ISPs);
- Economic Reform Programmes (ERPs);
- South-East Europe (SEE) Strategy;
- Macro-regional strategies, etc. (e.g. [EU Strategy for the Danube Region](#), [EU Strategy for the Adriatic-Ionian Region](#), [Framework Agreement on the Sava River Basin](#), etc.).



Attention!

- Ensure the strategic justification is reliable and relevant to the Project;
- Ensure the Project's compliance with relevant national legislation, EU acquis and policies and other donors' strategies is demonstrated;
- Ensure it is clearly explained where the Project comes from and why it is a priority for the country and region;
- Ensure the Project considers any special needs and responds to challenges related to any forms of discrimination and environmental impact issues;
- Ensure the correlation between the information presented in the SSP and TA GAF (e.g. Project title, total project cost).

4.2.5. Project budget and financing plan

In section 24 “Indicative total project budget” the budget and financing plan of the Project must be provided. This section should reflect all the cost components and financing sources for the overall Project.

Key information on how to fill in this section is provided in the TA GAF. The information required to fill in this section may be indicative at the time of submitting the application. It must be updated and confirmed by the Lead IFI before the approval of the grant by the WBIF.

For infrastructure projects, the feasibility study and preliminary design costs are usually about 1–2% of the total investment (project) costs (i.e. works, supplies and contingencies), while the detailed design cost (with final cost estimates and tender documents) is typically around 4–5% of the total estimated project costs. The TA for construction supervision normally adds another 4–5% to the total estimated investment. For complex projects, the cost of an initial concept study also has to be added. Total costs for preparatory and implementation activities of infrastructure projects can thus represent a significant share of the total project cost.



Attention!

- Include all cost components associated with the Project in the budget;
- Ensure a clear distinction between the different components/phases of the overall Project in the budget;
- Duly budget all cost components and keep with thresholds;
- Ensure that own funding sources have been secured to cover all non-eligible costs required for the timely completion of technical documentation (e.g. planning/design (permits) fees, the cost for project design review/checks/verification cost(s) of the revision committee, etc.);
- Ensure the correlation between the cost breakdown and financing sources.

4.2.6. Project results

In this section the baseline of the Project must be quantified (*what would happen without the Project?*) and the estimated change must be quantified. The requested information to be provided is twofold: (i) expected results and outputs of the Project; and, (ii) reference to the long-term benefits produced by the Project (expected impact).

The values for the indicators must be presented in section 26 “Expected results” based on the following principles:

- **Baseline value (X)** refers to the value of the indicator without the Project. Baseline values will reflect the status of the Project and its indicators as observed normally before the Project has started. Baseline values may be “0” at the approval of the WBIF grant if they relate to activities of the Project (e.g. new water distribution pipelines), or values before the Project, which may change due to the Project (e.g. number of passengers). This is especially the case for brown-field developments and rehabilitation projects.
- **Expected value after the project (Y) or “target value”** is the specific, planned level of result to be achieved within an explicit timeframe in relation to the baseline. This is usually the value at the time of Project completion or after construction for a representative year during the Project’s operational phase.
- **Expected result (Y-X)** is the result to which the Project has contributed, simply the expected value after the Project minus the baseline. If the baseline value is zero, then the expected result should equal the expected value after the Project.
- **Comments** should include methodologies, data sources, assumptions and time frames used in the calculation of indicators.

Responses such as “not available at this stage” or “will be known only at the end of the Project” should be avoided. As some of the proposed outcomes evolve over time in the Project cycle or are measured at the end of the construction period (start of operation), they would not fully reflect the annual increase or final expected benefits. Therefore, a reference timeline must be included for the baseline and expected value., which can be explained under “Comments”.

Standard outputs and outcomes

Values for standard output and outcome indicators to be measured should be provided in section 26 “Expected results” of the TA GAF. Standard indicators are defined in [Annex 2: Indicators](#)” and cover the following sectors: energy, environment (including water and sanitation, waste management, flood prevention, protection and mitigation), social and transport.

Before filling in the TA GAF, the project promoter should carefully read the definitions set out in the Annex mentioned above.

Project-specific indicators

Project-specific indicators can be introduced at both output and outcome level to complement the standard indicators in providing an overall view of the major results of the Project. There is a certain degree of flexibility in adopting alternative indicators which may be available at any time during the Project cycle and will be treated as “project-specific indicators”. The initial aim of the Project-specific indicators is to reflect the specific elements of each Project and not an overall aggregation.

The project promoter together with the financial institution is particularly encouraged to introduce indicators in this section relating to indirect employment benefits, gender equality, non-discrimination and equal opportunity if they are able to do so.

Cross-sector indicators

Values for each of the cross-sector indicators are to be provided, although they may not apply to every WBIF project in light of the diverse nature of (i) interventions; (ii) policy objectives of the WBIF; and, (iii) mandates of participating financial institutions.

Definitions applicable to the indicators are provided in [Annex 2: Indicators](#). Due to differences among IFIs in the methodology used to calculate the indicators, the applicant and the Lead IFI should indicate the methodology used, providing the necessary explanation on the definition and measurement methodology being applied, including underlying assumptions in the TA GAF.

Expected impact

The expected impact should be described in a narrative manner in Section 26 on the TA GAF, based on assumptions about the link between outcomes and impact.

One key impact expected is socio-economic development. The impact is meant as the long-term effects produced by WBIF projects. It is the broader, longer-term change, which a WBIF project can (directly or indirectly) bring.

It is recommended to indicate if the Project is directly or indirectly promoting substantial social returns or global public goods returns, gender equality, non-discrimination and equal opportunity, poverty alleviation and any cross-border impacts of the Project.

The applicant and the Lead IFI are not required to systematically measure the impact of the Project, as it is widely agreed that the impacts usually materialise (well) after the end of the Project and are typically difficult and expensive to monitor and measure. However, these will have to clearly state the impact assumptions they are making when they formulate a project proposal.



Attention!

- Provide indicators specific to the Project, which closely relate to Project and Action activities and outputs;
- Ensure the indicators are quantified and timebound;

- Ensure the indicators are reliable and allow for comparability of results;
- Document the sources of verification;
- Ensure consistency with the information provided in section 19.3 “Main objectives of the Project”.

4.2.7. Project risks

The project promoters should understand the risks of Project implementation from the outset (e.g. potential changes to the project plan, delays in delivery due to, e.g. external factors influencing the project’s implementation, difficulties with decision-making, a need for additional expertise, etc.). To be able to mitigate any risks to the successful delivery of the Project, the applicants need to provide an assessment of the main potential risks they envisage (see section 28 “Risk assessment categories” of the TA GAF).

4.2.8. Climate change issues

A Climate Change Window was introduced to the WBIF in June 2013⁸ with the aim to (i) assist in identifying the contributions to climate finance (mitigation and adaptation) from each project and (ii) to encourage an improved design of infrastructure projects so that investments are made more resilient to current and future climate risks.

The assessment of contributions to climate finance (mitigation and adaptation) is done by the Lead IFI in the assessment stage (see Section 29 of the TA GAF). It is based on the Rio Markers methodology that examines if climate change is the principal objective of a project, one of the objectives (significant) or it is not an objective.

The Lead IFI may propose a specific percentage of the project budget that contributes to climate change based on its own methodology. Tracking climate finance commitments is the responsibility of the financiers, not of the Beneficiaries.

To improve project design and implementation and, subsequently, minimise the impact of climate change risks on the Project and make the project more resilient to climate change, the grant application should provide information on issues such as the potential contribution of the project to greenhouse emissions reduction, any assessment of climate risks, and measures to improve the climate resilience of the project. The requirements in terms of information provided and level of detail will depend on sector and maturity of the Project (e.g. pre-feasibility, feasibility study, detailed design, etc.). [Annex 1: Additional information on the WBIF Climate Change Window](#)” of the Guidelines provides checklists that can be used by the Beneficiaries in determining the information related to climate change mitigation/adaptation that must be provided in the grant application.

It is important to note that these initial assessments should be done in consultation with the proposed Lead IFI as all financial institutions have standard methodologies and tools to identify and assess the information. The Lead IFI can further elaborate the climate

⁸ Climate Change Windows were requested by the European Commission and introduced to all EU Blending Facilities worldwide.

risks and the resilience measures in the assessment stage when it scores the Rio Markers.

4.3. Description of the Action

The detailed description of the Action must be defined in the third part of the TA GAF (see sections 30 - 33).

4.3.1. Scope and Budget of the Action

Clear information must be provided about the grant use, specifying exactly the activities and outcomes of the proposed activities for WBIF grant financing.

The standards, norms, regulations and guidelines applicable for the implementing of the activities must be provided. Both requirements from national regulations as well the Financing Institutions must be included.

A brief description of the differences between the national standards/legal provisions and EU/IFIs rules should be provided if any.

It is important to note that in accordance with the eligibility criteria, the rule on the sequence of preparation of the technical documents must be respected.

As regards the budget of the Action, detailed information must be provided on the assumptions made in calculating the WBIF grant amount, to ensure that all the activities are feasible in terms of scope, timing and cost-effectiveness (human and material resources employed). Therefore, all costs must be duly detailed, eligible and appropriate to the purpose of the Action.

Also, the project promoter should demonstrate that its own funding sources are properly allocated and secured, to cover all non-eligible costs required for the timely completion of technical documentation (e.g. planning/design (permits) fees, the costs for project design/checks/verification and approval (for example the state revision committee(s), etc.).



Attention!

- The goal, concrete deliverables, duration and completion date, resources (e.g. human and material resources), etc., must be specified in section 30, and sufficiently detailed for each activity associated with the Action;
- The human resources must be clearly indicated in section 30;
- All proposed activities for WBIF grant financing must be properly budgeted and duly justified in section 31;
- Grants can be spent only and exclusively for the scope of the Project for which they have been approved.
- Exceptionally low variances in the TA budget are permissible and only on a case by case basis and in justifiable conditions.
- For significant variations in budget and/or scope of the Project, a new

submission and its approval by WBIF is required.

4.3.2. Indicative calendar of the Action

The project promoters should summarise the key milestones associated with each action, and the corresponding delivery/achievement deadline to ensure that the planning and implementation timeline is as realistic as possible. The planning principles presented in the above section must be applied in this case as well.

Note that the implementation of the TA activities cannot start earlier than 6 to 9 months after the WBIF approval (further details are provided in section 33 “Indicative calendar of the Action” of the TA GAF).



Attention!

- Ensure that the planned activities associated with the Action are realistically implementable within the foreseen period and logically sequenced; each activity is designed to be implemented within a suitable period.

4.4. Additionality of the WBIF grant

The additionality of the grant must be demonstrated in section 32 “Additionality of WBIF grant” of the TA GAF.

The additionality of the grant refers to the positive results that the WBIF grant achieves above and beyond what could have been achieved without the grant. WBIF grant financing is additional in that it

- makes the difference between a project going ahead or being blocked; and/or,
- improves a project’s design, quality, timing, sustainability, innovation, impact and/or scale.

The additionality of the grant should be identified among the categories listed in section 32 within the TA GAF. Some types of additionality are quantifiable, and the project promoters should make all the efforts to do so. Other types may not be quantifiable, and these should be addressed in a qualitative manner. Where a qualitative method is chosen, the reasons for such a choice should be properly explained and substantiated. Evidence should be provided to support claims of additionality where possible.

The project promoter should include elements that will lead to additional benefits related to important cross-cutting issues such as the environment; gender equality and equal opportunities; the needs of disabled people, the rights of minorities and/or vulnerable groups whenever possible; innovation and best practices, etc.

4.5. Communication and visibility

Communication is an integral part of projects and requires careful planning, as well as adequate resources (human and financial). Project communication shall be planned at the

same time as the rest of activities and key information about it will be required in section 35 “Communication and visibility” of the TA GAF. This activity should be planned and budgeted for from the start of the Project to ensure the smooth running of the Project.

Further details regarding the roles and responsibilities that the main WBIF stakeholders should have with regard to communication and visibility requirements/measures are provided in separate guidelines (see “[Communication and Visibility Guidelines](#)”). These Guidelines provide details on standard requirements associated with communication and visibility measures executed in relation with an Action/Project which has benefited from EU grant support, as well as about how such standard requirements should be adapted to reflect the specifics of the WBIF as a multi-stakeholder EU-funded blending facility. It also offers planning tools. The project promoters are hence strongly encouraged to review these Guidelines during the preparation of the TA GAF and decide which communication measures would be best to include in their application and the associated Communication and Visibility Plan.



Attention!

- Ensure the communication is tailored to different stakeholder groups;
- Ensure the communication budget is properly elaborated and justified;
- Use standardised project communication practices, which, although standardised, must be adaptable and suitable to all stakeholders.

Annexes

Annex 1: Additional information on the WBIF Climate Change Window

Annex 2: Indicators

Annex 3: Reporting template

Annex 4: WBIF Screening and assessment grid

Annex 1: Additional information on the WBIF Climate Change Window

This annex provides guidelines to the Beneficiaries providing information on climate change aspects in the application form. The Beneficiaries are requested to provide information on climate change in the following two sections of the TA GAF:

- Section 29 “Climate mitigation and adaptation aspects”; and
- Annex I “Key requirements checklist”.

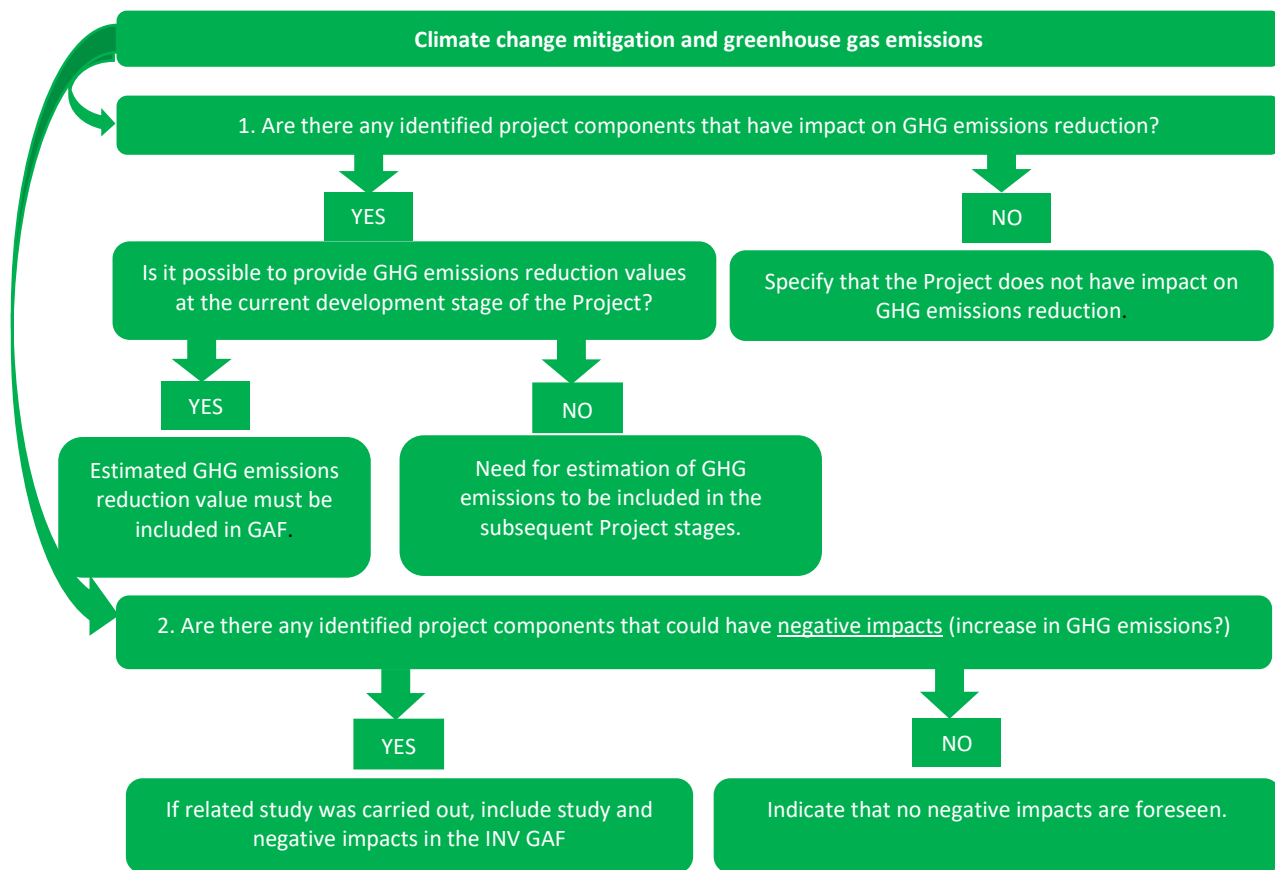
Contribution to climate change mitigation/ adaptation

The Beneficiaries should provide information on potential contributions of the project to climate change mitigation/adaptation and on potential climate risks which can influence the project and measures to make project climate resilient. If climate change aspects are not relevant for the project, it should be indicated after consulting with the Lead IFI.

The availability of information on climate change depends on the maturity of the project:

- If project is in the early stages of development (e.g. it asks for technical assistance for a pre-feasibility study or a feasibility study) information on climate change aspects might not be yet available. In such cases the application should note that climate change aspects such as: expected impact on greenhouse gas emissions (GHG); identification of climate change risks and identification of measures to make project climate resilient will be analysed as part of the requested technical assistance.
- If project is at an advanced preparation stage (e.g. it asks for technical assistance for construction, assistance to the Project Implementation Unit; capital expenditure, interest rate subsidies or insurance premia) it is assumed that the project preparation studies analysed the relevant information on climate change aspects. A summary of key facts from the project preparation studies such as: project expected impact on GHG emissions; identified climate change risks and measures to make project climate resilient should be stated in the application.

The graph below outlines the type of information to be provided on potential greenhouse gas emissions:



The following check lists can assist the beneficiaries in identification of potential climate change impacts on the project:

Checklist to identify climate – influenced projects ⁹	
Questions	If yes, insert 'γ'
Is the lifetime of the project 20 years or more? (It is on these timescales that climate change impacts will increasingly be felt.)	
Are the project options in climatically exposed locations? (As detailed in the next table)?	
Is water an integral part of operations, products or services? (Integral part refers to the use of water as major component of the operation (e.g. cooling water in the production/manufacturing process, hydropower generation)	
Are there problems due to disruption of energy supply for the project?	
Do project components depend on other supplies or services which are sensitive to climate conditions or weather events?	
Are transport routes for the project options vulnerable to weather disruption (e.g. by storms, floods, landslides, etc.)?	

⁹ Adapted from Guidelines for Project managers: Making vulnerable investments climate resilient (Non paper, EC 2012)

Are the project facilities or operations negatively affected by higher temperatures? Can this lead to reduced productivity, higher costs, or equipment failure?	
Will the project workforce be exposed to temperature stress or weather events (non-air conditioned or poorly ventilated buildings / working outside)?	
Is demand for the project's products/services sensitive to weather or climate conditions?	

The following table assists to determine if the project location is likely to be exposed to climate change risks:

Is project location exposed to climate change? ⁹	
Changing climate hazard	Particularly exposed locations
Average temperature rises and increased risk of heat waves	<ul style="list-style-type: none"> ▪ Regions where average temperature is already high; ▪ Urban centres, where the 'urban heat island effect' will exacerbate high temperatures; ▪ Regions with limited freshwater supplies.
Mean sea level rise, coastal flooding and erosion	<ul style="list-style-type: none"> ▪ Coastal areas and islands.
Decreased seasonal precipitation, increased risks of drought, wildfire.	<ul style="list-style-type: none"> ▪ Regions where rainfall is already scarce; ▪ Locations where current demand for water almost matches supply or outstrips; ▪ Locations where water quality is poor; ▪ Regions prone to wildfire; ▪ Trans-boundary river basins where tensions over water use already exist.
Increased seasonal precipitation and more rapid snow melt – increased risk of river flooding, flash floods, or soil erosion.	<ul style="list-style-type: none"> ▪ Regions with high rainfall; ▪ Estuaries, deltas, river floodplains; ▪ Mountainous regions; ▪ Locations prone to landslips; ▪ Urban centres with storm water systems not designed to manage intense rainstorms; ▪ Contaminated environments (land, water).
Possible increase in storm intensity and frequency	<ul style="list-style-type: none"> ▪ Areas at risk of storms; ▪ Urban centres at risk from storms.

During the assessment phase, the Lead IFIs allocate the Rio Markers to the application and comment on project's contribution to climate change (mitigation and adaptation) aspects.

Tracking climate finance is an obligation of the donors not the beneficiaries. The tracking is based on Rio Markers methodology developed by the Organisation for Economic Co-operation and Development (OECD). The Rio Markers on climate indicate a donor's policy objectives in relation to each aid activity. They allow for approximate quantification of aid flows that target climate objectives. There are three values of Rio Markers to be used: 2, 1 and 0 (see table below for explanation).

Rio Marker	Description
2	<ul style="list-style-type: none"> Tackling climate change (mitigation, adaptation) is the principle objective of the project (it's explicit, prime objective); It is a principal reason for undertaking this project; If project is marked as "2" 100% of the project budget is counted as climate finance.
1	<ul style="list-style-type: none"> Tackling climate change (mitigation, adaptation) is a significant objective. Project has other prime objectives. If project is marked as "1" 40% of project budget is counted as climate finance.
0	<ul style="list-style-type: none"> Project does not have objectives related to climate change (mitigation, adaptation).

Rio Markers can be allocated for climate change mitigation and climate change adaptation. See table below for key concepts.

Climate change mitigation marker	<ul style="list-style-type: none"> Project contributes to the objective of reducing or limiting GHG emissions and/or stabilisation of GHG concentrations in the atmosphere; Typical sectors include water and sanitation, transport, energy, agriculture, forestry and industry; Examples of projects include: GHG emission reduction in the energy/transport sectors; Application of new and renewable forms of energy, machinery and equipment; Methane emission reduction through waste management or sewage treatment; Introduction of new technologies and know-how that reduce GHG emissions (in waste management, transport, energy).
Climate change adaptation marker	<ul style="list-style-type: none"> Project contributes to reducing vulnerability of human or natural systems to the impacts of climate change and climate-related risks by maintaining or increasing adaptive capacity and resilience; Typical sectors include health, water and sanitation, agriculture, forestry, fishing, flood protection, disaster prevention and preparedness; Examples of projects include promoting water conservation in areas of high-water stress; implementing measures for flood prevention and management (watershed management, wetland restoration), water saving irrigation methods.

The Lead IFI may propose a specific percentage of project budget which contributes to climate change based on its own methodology; for example, IFIs who use the Multilateral Development Banks Methodology (e.g. EBRD, EIB).

The allocation of Rio Markers to a specific project does not influence its scoring or prioritisation during the WBIF decision making process on grant allocation. It is done to allow donors including the EU to report on their commitments to climate finance.

Annex 2: Indicators

Before filling in Section 26 “Expected results” of the TA GAF, the project promoter should carefully read the definitions on the indicators presented below:

- ➔ **Outputs** are specific, direct deliverables of the Project (i.e. goods and services delivered or to be delivered) which will provide the conditions necessary to achieve the Outcome. They refer to the "physical" Project itself.
- ➔ **Outcomes** are the uptake or use of the Project by beneficiaries after completion, implying a quantification of performance. They refer to the effects of the Project.

An output typically is a change in the supply of goods and services (supply side) whereas an outcome reflects changes in the utilisation of goods and services (demand side).

- ➔ **Definitions and remarks on cross-sector indicators:**

Total number of beneficiaries: estimated number of people with improved access to services (financial services, social and economic infrastructure, etc.)

The number of beneficiaries is the most common denominator for highlighting the overall outreach of WBIF interventions in all sectors. Being a key design parameter for most interventions, the number of beneficiaries should be readily available, at least for infrastructure projects (ex-ante from feasibility studies and other technical documentation, ex-post from the implementing partners and operators).

Direct employment - Construction phase: number of full-time equivalent construction workers employed during the construction phase.

This indicator will only be measured when possible and follow the IFIs’ methodologies. It should not include indirect employment during construction.

Part-time jobs for construction are converted to full-time equivalent jobs on a pro-rata basis, based on local definition (e.g., if working week equals 40 hours, a 24 hr/week job would be equal to 0.6 FTE job; a full-time position for three months would be equal to a 0.25 FTE job if the reporting period is one year). If information is not available, the rule-of-thumb is two part-time jobs equal a full-time job.

Note: Employment for the client company's operations and maintenance should not to be included in this indicator. For such jobs, use the indicator Direct Employment - Operations and Maintenance.

Direct employment - Operations and maintenance: number of full-time equivalent employees, as per local definition, working for the

client, company or Project during the Project's operation phase.

This indicator will only be measured when possible and follow IFIs' methodologies. This indicator includes directly hired individuals and individuals hired through third party agencies if those individuals provide on-site services related to the operations of the client company. It should not include indirect employment related to the Project's operation. It also includes full-time equivalent worked by seasonal, contractual and part-time employees.

Part-time jobs are converted to full-time equivalent jobs on a pro-rata basis, based on local definition (e.g., if working week equals 40 hours, a 24 hr/week job would be equal to 0.6 FTE job).

Seasonal or short-term jobs are prorated based on the portion of the reporting period worked (e.g., a full-time position for three months would be equal to a 0.25 FTE job if the reporting period is one year). If information is not available, the rule-of-thumb is two part-time jobs equal a full-time job.

Note: Employment for the construction of the client company's hard assets should not be included in this indicator. For such jobs, use the indicator Direct Employment - Construction.

Both employment indicators may also be reported subject to current practices and methodologies applied by finance institutions (methodology used to be made transparent).

Number of beneficiaries living below the poverty line: people at risk of poverty or social exclusion whose living conditions are improved by the Project; this indicator is intended to demonstrate the Project's contribution to poverty alleviation.

In line with overall EU policy objectives, the aim of this indicator is to report on the poverty level of beneficiaries, and therefore reflect the socio-economic benefits achieved through blending. Data on the poverty incidence among the beneficiaries should be available from national or international statistics, tariff studies, demand assessments, etc.

This indicator will only be measured whenever possible, and in line with the IFIs' methodology. The preferred method for the calculation of this indicator is to multiply the total number of beneficiaries by the known incidence of poverty among beneficiaries (expressed as percentage). The methodology and data sources should be detailed in the "Comments" column.

Further categorisation of the target group at the level of cross-sector indicators (e.g. by gender, age, income/poverty level) should be done whenever possible.

Women in decision making positions: number and percentage of women in decision making positions during the implementation period of the Project (e.g. women in management positions within the project promoter's organisation and/or the Project Implementation Unit, etc.)

Women and men participating equitably in decision-making during the preparation and implementation periods of the Project: number and percentage of women and men attending consultation meetings on the planning, design, construction, management and maintenance of the new infrastructure, or pricing of services.

Women and men benefiting equitably from project-related training: number and percentage of women and men who receive training provided by the Project, by type of training (e.g. engineers, technicians, operators for the new infrastructure facilities, etc.)

Number of awareness raising campaigns carried out: numbers of the awareness raising campaigns to be carried out during the Project implementation period.

Transport

OUTPUT INDICATORS		UNIT	DEFINITION
1.1	Length of new or upgraded roads	Km	Total length of the road built or upgraded through the project. This indicator will refer to paved roads and in general cover motorways, highways, main or national roads, secondary or regional roads.
1.2	Length of new or upgraded railways	Km	Total length of railroad tracks built or upgraded.
1.3	Length of new or upgraded urban transport lanes.	Km	Total length of urban transport lanes including bus lane, tramline or metro tracks built or upgraded.
1.4	Port terminal capacity (passenger, container or cargo)	Million passenger per annum “mppa” (passenger); million TEU/year (container); million tons/year (cargo)	The indicator is the future capacity of the container terminal(s). In case of a terminal expansion, it includes the total capacity of the terminal(s) (current terminal(s) + expansion). The baseline is the current capacity of the container terminal(s). Depending on the type of terminal (container, passenger or cargo), the units used will be different.
1.5	Airport terminal capacity	Million Passengers per annum – “mppa” or million tons /year (cargo)	The indicator is the increase in passenger terminal capacity of the airport. It is calculated as the difference between the assessed total passenger terminal capacity of the existing airport prior to the project being implemented and the assessed total passenger terminal capacity of the airport after the project has been implemented.
OUTCOME INDICATORS		UNIT	DEFINITION
1.6	Users of new or upgraded roads	Average Annual Daily Traffic “AADT”	Average Annual Daily Traffic. All vehicle will be counted, including those of traffic that existed before upgrading, diverted traffic, traffic generated as a result of road improvement, as well as growth in each of these categories.
1.7	Rail use	Million Passengers /year or tons /year (cargo)	Total of passengers or freight using rail service.
1.8	Urban transport users	Million passengers per annum	Total urban transport passengers indicating those shifted from other transport modes as a result of the project.
1.9	Ports: Terminal(s) user traffic (passenger, container, or cargo)	Million passengers per annum “mppa” (passenger); million TEU/year (container); million tons/year (cargo)	Total of passengers, containers or cargo using port services. Depending on the type of terminal (container, passenger or cargo), the units used will be different.
1.10	Airport use	Million Passengers per annum – “mppa” or million tons/year (cargo)	Passenger or freight traffic handled at the airport.

Environment (water and sanitation)

OUTPUT INDICATORS	UNIT	DEFINITION
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2.1	Length of new or rehabilitated water supply pipes	Km	Length of water mains and distribution pipes installed/ upgraded. All sizes of pipes intended to transport water for urban water use expressed in their aggregate length in the network, irrespective of pipe diameter, comprising mains as well as reticulation pipes.
2.2	Length of new or rehabilitated sewer pipes installed	Km	Length of collectors and sewers installed or upgraded. All sizes of sewer pipes expressed in their aggregate length in the network, irrespective of pipe diameter, comprising mains as well as reticulation pipes.
2.3	New connections to water supply	No.	Number of new connections to the water network. Only new connections resulting from a project are counted; those already connected to the network and receiving improved services through a project are not counted.
2.4	New or upgraded capacity for water treatment	M ³ /day	Maximum amount of water that the new or improved treatment plant can process. This indicator reflects the total new or additional capacity of treatment plant independently of its production during operation.
2.5	New or upgraded capacity for waste-water treatment	M ³ /day	Maximum amount of wastewater that the new or improved treatment plant can process. This indicator reflects the total new or additional capacity of treatment plant independently of its production during operation.
OUTCOME INDICATORS		UNIT	DEFINITION
2.6	Population served by improved water supply	Persons	Number of persons provided with drinking water through drinking water supply network as a consequence of increased drinking water production/transportation capacity built by the Project, and who were previously not connected or were served by sub-standard water supply. It includes improving the quality of drinking water. The indicator covers persons in households with actual (e.g. not potential) connection to the water supply system.
2.7	Population served by improved waste-water treatment	Population equivalent "P.e."	Number of persons whose waste-water is transported to waste-water treatment plants through waste-water transportation network as a result of increased waste-water treatment/transportation capacity built by the project, and who were previously not connected or were served by sub-standard waste-water treatment. It includes improving waste-water treatment level. The indicator covers persons in households with actual (i.e. not potential) connection to the waste-water treatment system.
2.8	Potable Water Produced	M ³ /day	Amount of potable water produced, independently of the maximum capacity of the network.
2.9	Wastewater Treated	Population equivalent "p.e."	Amount of wastewater treated, independently of the maximum capacity of the treatment plant.

Environment (waste management)

OUTPUT INDICATORS	UNIT	DEFINITION
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3.1	No and volume of containers for separate waste collection	No. and m ³	Number and volume of the containers for separate collection purchased within the project.
3.2	No and capacity of transfer stations	No. and tone/year	Number and capacity of the new transfer stations made under the project.
3.3	No and capacity of sorting plants	No. and tone/year	Number and capacity of the new sorting plants made under the project.
3.4	Total diversion rate for biodegradable waste not disposed of in landfills	% and tone/year	Quantity of biodegradable waste treated and deviated from landfilling related to the total quantity of biodegradable waste generated.
3.5	No and capacity of treatment plants	No. and tone/year	Number and capacity of the new treatment plants made under the project (e.g. mechanical and biological treatment plants, composting plants, recycling plants, incinerators, etc.).
3.6	Amount of waste disposed of in compliant landfills	tone/year	Quantity of waste annually landfilled according to the EU regulations.
3.7	No and capacity of landfills compliant with EU standards	No. and m ³	Number and capacity of the new landfills built under the project which are compliant with the EU standards.
3.8	No and volume of environmentally closed urban landfills	No. and m ³	Number and capacity of non-compliant landfills closed under the project in compliance with the EU standards.
OUTCOME INDICATORS		UNIT	DEFINITION
3.9	Total population served by improved the sanitation services	Inhabitants	Urban or rural population using a sanitation service, as defined by EU standards.
3.10	Percent of population connected to collection services in total and in urban, rural areas	%	Urban or rural population with access to improved sanitation services, as defined by EU standards.
3.11	Percent of population connected to separate collection services in total and in urban, rural areas	%	Percent of the population connected to the separate collection system implemented through the project.
3.12	Total generated municipal waste	tone/year	Annual quantity of municipal waste generated at the project area.
3.13	Amount of increased material recovery, re-use and recycling	tone/year	Amount of used or waste materials given new use or purpose (recovery), processed into a new product (recycling) or reused for the same or new function (re-use)

Environment (flood prevention, protection and mitigation)

OUTPUT INDICATORS		UNIT	DEFINITION
4.1	Length of river dikes constructed	Km and custom	Length of river dikes constructed within the project
4.2	Length of river embankments/dikes rehabilitated and improved	Km and custom	Length of river embankments/dikes rehabilitated and improved within the project
4.3	New or upgraded disaster monitoring, warning and response systems	No	New or upgraded disaster monitoring warning and response system(s) developed within the Project
OUTCOME INDICATORS		UNIT	DEFINITION
4.4	Population benefiting from flood protection measures	Inhabitants	Number of people exposed to flood risk where vulnerability decreased as a direct consequence of a supported project
4.5	Semi-urban and urban area protected from floods in project locations baseline	Ha/Custom	Semi-urban and/or urban areas protected from floods within the project.
4.6	Rural/Agricultural land protected from floods in project locations baseline	Ha/Custom	Area of agricultural lands protected from floods within the project.

Energy

OUTPUT INDICATORS		UNIT	DEFINITION
5.1	Transmission and distribution lines installed or upgraded	Km	The indicator covers power transmission and distribution lines. It is the measure of the ground distance traversed, in kilometres.
5.2	New connections to electricity	No.	Number of new connections to the grid. Only new connections resulting from a project are counted; those already connected to the grid and receiving improved services through a project are not counted.
5.3	Additional capacity from conventional electricity production	MW	Gross generating capacity of a power generation project from conventional energy sources. A project may involve construction of a new power plant or refurbishment of an existing plant.
5.4	Additional capacity from renewable energy sources	MW	Gross generating capacity of a power generation project from renewable energy sources. A project may involve construction of a new power plant or refurbishment of an existing plant.
OUTCOME INDICATORS		UNIT	DEFINITION
5.5	Population benefitting from electricity production	No. of households	The number of households which are estimated to benefit from new electricity supply from the project.
5.6	Power production	GWh/year	Total net annual average electricity generated by project, independently of its maximum capacity.
5.7	Energy efficiencies	GWh/year	Energy savings as a result of project against no project or most likely alternative (e.g. loss reduction in generation, distribution, etc.)

Social (health and education)

OUTPUT INDICATORS		UNIT	DEFINITION
6.1	New and/or refurbished health facilities	No.	Number of new and/or refurbished health facilities of any type (hospitals, clinics, health centres etc.).
6.2	New and/or refurbished educational facility	No.	Number of new and/or refurbished educational facility of any type (schools, universities etc.).
OUTCOME INDICATORS		UNIT	DEFINITION
6.3	Bed occupancy rate	%	Percentage of beds occupied at the hospital.
6.4	Inpatients	No. per year	Number of patients per year that are admitted and stay at least one night at the hospital.
6.5	Outpatient Consultations	No. per year	Number of patients per year that are diagnosed or treated at but do not stay overnight at the hospital from the project.
6.6	Students benefitting from new and/or refurbished educational facility	No. per year	Students per year benefitting from new and/or refurbished educational facility.
6.7	Students enrolled	No. per year	Total aggregate of pre-primary, primary, secondary, and tertiary, further, vocational as required.

Cross Sector Indicators

INDICATORS a)		UNIT	DEFINITION
7.1	Total number of beneficiaries	#	Estimated number of people with improved access to services (financial services, social and economic infrastructure, etc.).
7.2	Direct employment: Construction phase	# (FTE)	Number of full-time equivalent construction workers employed for the construction of the company or project's hard assets during the reporting period.
		No. (%)	Number and percentage of women and men employed in the construction phase
7.3	Direct employment: Operations and maintenance	# (FTE)	Number of full-time equivalent employees as per local definition working for the client company or project at the end of the reporting period.
		No. (%)	Number and percentage of women and men employed in the operation and maintenance phase
7.4.	Women in decision making positions	No. (%)	Number and percentage of women in decision making positions during the preparation and implementation periods of the project (e.g. women in management positions within the project promoter's organization and/or the Project Implementation Unit, etc.).

7.5.	Number of beneficiaries living below the poverty line	(%)	People at risk of poverty or social exclusion whose living conditions are improved by the Project. This indicator is intended to demonstrate the Project's contribution to poverty alleviation (if applicable). Note: Reference point used, e.g. national or international definitions of poverty, should be made transparent.
7.6.	Women and men participate equitably in decision making during the preparation and implementation periods of the project	No. (%)	Number and percentage of women and men attending consultation meetings about the planning, design, construction, management and maintenance of the new infrastructure, or pricing of services.
7.7	Women and men benefit equitably from project-related training	No. (%)	Number and percentage of women and men who receive training provided by the Project, by type of training (e.g., engineers, technicians, operators for the new infrastructure facilities, etc.)
7.8	Number of awareness raising campaigns carried out	No.	Numbers of the awareness raising campaigns carried out during the Project implementation period

Annex 3: Reporting template

[under revision]

Annex 4: WBIF Screening and assessment grid

The aim of this annex is twofold: (i) facilitate the screening and assessment of grant applications; and (ii) ensure a consistent approach and understanding of requirements by applicants and those involved in the screening and assessment of WBIF projects. Its purpose is to:

- Help applicants in double checking that all sections of the TA GAF are duly filled in with adequate information and data, as well as increase the transparency of the selection process;
- Increase the transparency of the selection process;
- Provide additional information to those involved in the screening and assessment of applications with respect to key aspects which should be followed in the evaluation of each section of the INV GAF and, thus, ensure that the criteria are applied in a coherent and consistent manner;
- Enhance the efficiency of the selection process by assigning the evaluation of the INV GAF's sections to relevant screening and assessment organisations.

Part 1 of the grid covers general information about the project and a summary of the screening/ assessment comments. This part should be completed by all those involved in the screening and assessment of grant applications.

Part 2 of the grid contains sets of questions for each section of the INV GAF. The questions are for guidance only and their purpose is to support the comments included in the boxes “Conditionality for the approval of the project” and “General comments”. The overall review of each section can be summarised as “Yes”, “Partially”, “No” in response to the set of questions. If the answer is “No” or “Partially”, the screeners/assessors should provide detailed comments. The Lead IFIs should also describe in the assessment grid how the clarifications, corrections and/or improvements to the TA GAF formulated in the screening conclusion are addressed in the TA GAF revised during the assessment.

Part 1

1	Public blending	WBIF	2	Grant code	<i>[This section is filled in automatically in MIS.]</i>
3	WBIF approval date	<i>[This section is filled in automatically in MIS.]</i>	4	Flagship	<i>[This section is filled in automatically in MIS.]</i>
5	Sector	<i>[This section is filled in automatically in MIS.]</i>	6	CRS-code	<i>[This section is filled in automatically in MIS.]</i>
7	Beneficiary country	<i>[This section is filled in automatically in MIS.]</i>			
8	Project title	<i>[This section is filled in automatically in MIS.]</i>	9	Project code	<i>[This section is filled in automatically in MIS.]</i>
10	Action/Grant application title	<i>[This section is filled in automatically in MIS.]</i>			
Summary of Recommendation <i>[to be filled by all screeners/assessors]</i>		Recommendation of submission to the OB <i>[Select Yes or No]</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
		Conditionality for the approval of the Project	<i>[Please list the conditions that should be met for the approval of the grant and/or those on its approval by the WBIF]</i>		
General Comments <i>[please assess the aspects pertinent to your role]</i>		<i>[Please list the main conclusions, covering the key aspects of the application:</i> <ul style="list-style-type: none"> ▪ <i>The relevant information is presented briefly, in a clear and concise manner, and it allows a good understanding of the project proposal at the first reading of the TA GAF;</i> ▪ <i>Project status;</i> ▪ <i>IFI commitment/agreement;</i> ▪ <i>Coherence with the WBIF objectives, EIP for Western Balkans and EU policies/principles;</i> ▪ <i>Budgetary issues, especially related to the calculation of the grant;</i> ▪ <i>Institutional aspects;</i> ▪ <i>Other issues, such as sustainability, results indicators, risks associated with the candidate project;</i> ▪ <i>Overall conclusion and outstanding issues, i.e. clarifications, corrections and improvements to the TA GAF.]</i> 			

Part 2

Section	Title of section in the TA GAF	Screening / Assessment Organisation					
		DG NEAR (incl. geographical teams)	EU Delegation	Line DGs	International / regional organisations	Lead IFI	IFICO IPF
		[Please provide detailed comments, in particular if a specific aspect is unclear or not well addressed in the TA GAF]					
1 – 18	Identity of the project <ul style="list-style-type: none"> ▪ Is the information provided in each section consistent and in coherence with the information filled in the other sections of the TA GAF? ▪ Are all the sections of the TA GAF completed with the information requested therein? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [These sections are optional for Line DGs and international / regional organisations.]					
19.	Description of the project: <ul style="list-style-type: none"> ▪ Is the relevant information presented briefly, in a clear manner, to allow a good understanding of the project at the first reading of the section? ▪ Is the need of carrying out the project well defined and justified? ▪ What evidence is there of real demand for the Project? ▪ To what extent is the project expected to provide a significant and sustainable contribution to solving the targeted problem? Is the issue focused enough? ▪ How well are the relevant target groups defined? Is the purpose of the project clear? ▪ Is there a clear ownership/support of the project from national/regional authorities? ▪ Are the objectives specific enough and do they cover the needs to be satisfied/fulfilled? ▪ Are the objectives measurable? Will it be possible to measure their achievement at the end of the project? ▪ Is there a clear link between objectives and the results presented in section 26? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments]					
20.	Indicative project status and planning: <ul style="list-style-type: none"> ▪ Does the provided technical and financial information demonstrate that the project fulfils the eligibility criteria? ▪ Are the planned activities presented in a logical sequence? ▪ Is the preparatory time adequately planned for each activity? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments]					
21.	Coherence with the WBIF objectives, EU policies, adopted national/sectoral strategy: <ul style="list-style-type: none"> ▪ Is the project coherent with the Economic and Investment Plan for the Western Balkans, and the Economic Reform Programme? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially					

	<ul style="list-style-type: none"> ▪ <i>Is the project coherent with the policy objectives of the WBIF and the EU policies/ principles?</i> ▪ <i>Is the project proposal coherent with the National/Regional Development Strategy? Is there compliance with the main national/regional policies in the concerned sector or thematic area? Is the Project listed in the SPP?</i> ▪ <i>Is there compliance with social standards, including the promotion of gender equality, non-discrimination and equal opportunity?</i> ▪ <i>If the project proposal is a continuation of a previous project, does it show a clear need for this extension and also demonstrate that the activities/outcomes do not overlap?</i> 	[comments]
22.	<p>Consultations before submission:</p> <ul style="list-style-type: none"> ▪ <i>How were the Lead IFI and the EU Delegation involved in the project preparation?</i> ▪ <i>What kind of consultation process has taken place with the national/regional authorities (NIC or similar body)?</i> ▪ <i>Has the Government issued an endorsement letter?</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for Line DGs.]
23.	<p>Institutional framework of the project:</p> <ul style="list-style-type: none"> ▪ <i>Is the information about the organizational set-up, implementation scheme and financial structure clear?</i> ▪ <i>Does the proposed core team of the Beneficiary have adequate experience for managing the project?</i> ▪ <i>Are the management structures suitable for the project's size, duration and needs?</i> ▪ <i>Are the management structures and procedures clear, transparent and fair?</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for Line DGs.]
24.	<p>Project budget and financing plan:</p> <ul style="list-style-type: none"> ▪ <i>Are the indicative budget and the financing plan sufficiently detailed?</i> ▪ <i>Is the budget reasonable and realistic?</i> ▪ <i>Are there any unclear or unrealistic costs? Are there any excessive costs budgeted? If so, are they justified?</i> ▪ <i>Is there any budget foreseen for visibility and communication measures?</i> ▪ <i>Does the project financing plan present the appropriate mix of funding and leverage between loans and grants?</i> ▪ <i>Are all the funding sources accurately indicated?</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for Line DGs.]
25.	<p>Fiscal space and debt sustainability</p> <ul style="list-style-type: none"> ▪ <i>Is public debt described in absolute terms and relative to GDP, recent trajectory and expected medium term trajectory, public debt levels vs debt ceiling if applicable?</i> ▪ <i>How do the sovereign and/or sub-sovereign loan/guarantee attached to the Project affect debt sustainability?</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [These sections are optional for Line DGs and international / regional organisations.]
26.	<p>Expected results</p> <ul style="list-style-type: none"> ▪ <i>Are the indicators sufficiently reflecting the expected outputs and intended outcomes of the project?</i> ▪ <i>Are the outcomes clearly defined, realistic (achievable) and quantified?</i> ▪ <i>Are the indicators defined in an accurate way (description, measurement, baseline, and target value)?</i> ▪ <i>Are there any unrealistic (unachievable) indicators listed?</i> ▪ <i>Have all the indicators been identified?</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments]
27.	<p>Project sustainability</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially

	<ul style="list-style-type: none"> ▪ Has the project considered its environmental implications so that the negative impacts are either avoided or mitigated during its lifetime? ▪ Has the project incorporated mechanisms that guarantee an equitable access to and distribution of the project benefits on a continuous basis? 	[comments]
28.	Risk assessment categories <ul style="list-style-type: none"> ▪ Are the identified risk mitigation measures sufficient? ▪ Are there any additional risks that are not identified in the application? If so, please enumerate. 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments]
29.	Climate mitigation and adaptation aspects: <ul style="list-style-type: none"> ▪ Is the contribution of the project to climate change mitigation/adaptation clearly demonstrated? ▪ Was the Lead IFI involved in allocating the Rio Markers? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for Line DGs and international / regional organisations.]
30.	Description and results of the Action: <ul style="list-style-type: none"> ▪ Is the relevant information presented briefly, clearly and does it allow a good understanding of the Action at the first reading? ▪ Are the outcomes of the Action clearly defined, realistic (achievable) and quantified? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments]
31.	WBIF Grant amount calculation and justification <ul style="list-style-type: none"> ▪ Is the WBIF grant amount accurately defined? ▪ Are the costs realistic and acceptable? ▪ Does the application explain how the WBIF grant amount has been calculated? ▪ Is there a clear link between the information presented in section 24 and this Section? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for Line DGs and international / regional organisations.]
32.	Additionality of the WBIF grant <ul style="list-style-type: none"> ▪ Are the expected impact and results sufficiently reflecting the expected outputs and intended outcomes of the project? ▪ Is the positive impact relevant and well demonstrated? ▪ Is the impact on gender equality, equal opportunities & non-discrimination clearly demonstrated? If the Action does not contribute to gender equality, and/or equal opportunities & non-discrimination, is the justification reasonable and convincing? ▪ Why is the proposed grant funding necessary for the operation? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for international / regional organisations.]
33.	Indicative calendar of the Action <ul style="list-style-type: none"> ▪ Are activities presented in their logical time sequence? ▪ Is it feasible to complete the TA in the proposed time and with the proposed resources? ▪ Are the planned activities associated with the Action realistically implementable within the foreseen period and logically sequenced? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments]
34.	Monitoring, reporting and evaluation <ul style="list-style-type: none"> ▪ Are the monitoring, reporting and evaluation clearly described and sufficient? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for Line DGs and international / regional organisations.]
35.	Communication and visibility <ul style="list-style-type: none"> ▪ Do the communication and visibility activities comply with the WBIF related requirements and do they provide sufficient and clear visibility? ▪ Is a budget for visibility foreseen? ▪ Is a visibility plan proposed? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially [comments] [This section is optional for Line DGs and international / regional organisations.]

36.	Issues to be clarified before WBIF grant approval ▪ <i>Were the issues (if any) described in a clear and coherent manner?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially
		[comments]
	Annexes: ▪ <i>Is the information provided in each Annex well-defined, complete and in coherence with the information filled in the other sections of the TA GAF?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially
		[comments]

Screening conclusion

[Filled in by DG NEAR Programme Managers based on the comments provided by screening organisations, including clarifications, corrections and/or improvements to the TA GAF that need to be resolved during the assessment.]

Review and acceptance by the European Commission of changes made to the TA GAF during the assessment

[Review of the changes made to the TA GAF against clarifications, corrections and/or improvements formulated in the screening conclusion and acceptance of these changes by the European Commission. Filled in by DG NEAR Programme Managers based on the TA GAF revised during the assessment and the assessment of the TA GAF by the Lead IFI.]