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Global Gateway

WBIF TA Round 36 Guidelines for Applicants



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Introduction

The European Commission and the Bilateral Donors launched a WBIF call for applications on 29 October 2026 to provide technical assistance for public sector projects.

- **TA Round 36 for technical assistance grants** to support the preparation of infrastructure projects included in the Categories A, B and C, as described further below. Funding for this round is provided by the Instrument for Pre-accession Assistance III (IPA III) and Bilateral Donor contributions to the European Western Balkans Joint Fund (EWBJF).

The tentative timeline for the call for applications is shown below.

Event	**TA Round 36**
Launch of the call for applications	29 October 2026
Pre-notification deadline	27 November 2026
Submission deadline	11 December 2026 (Phase 1)
Endorsement deadline	18 December 2026 (Phase 1)
Screening (until)	15 January 2027 (Phase 1)
Paris Group 1	4 February 2027 (Phase 1)
Assessment (until)	5 March 2027 (Phase 2)
Paris Group 2	18 March 2027 (Phase 2)
Project Financiers' Group	Written procedure
Operational Board	Written procedure

These Guidelines have been prepared in support of the WBIF TA Round 36 call for applications. Their primary purpose is to assist beneficiaries and financial institutions in preparing applications for this call. The document sets out the eligibility criteria applicable to project proposals, describes the submission process, and specifies the information required for applications to the WBIF Project Financiers' Group.

The Guidelines are structured in three chapters: (1) general eligibility provisions applicable to TA Round 36; (2) eligibility criteria for TA Round 36; and (3) application submission requirements, including details of the phased approach applicable to TA applications. The prescribed application form, together with detailed instructions for their completion, is provided in Annex 1.

To further support applicants, the screening and assessment grid reflecting the evaluation process carried out by the WBIF Project Financiers' Group are provided in Annex 3. This tool is intended to help applicants ensure that their submissions are complete and meet all relevant requirements.

1. General eligibility provisions

1.1 Geographical coverage

Projects may be eligible for financing under the WBIF if they will be implemented for the benefit of one or more of the following Beneficiaries: The Republic of Albania, Bosnia and Herzegovina, Kosovo*, Montenegro, the Republic of North Macedonia, and the Republic of Serbia.

The legal entity benefiting from a public sector WBIF contribution to investments shall be registered within a Beneficiary. For transnational or regional projects that also involve non-eligible countries, the institution or body in charge of the investment may be based in a non-eligible country, but the support provided through the WBIF will cover only the portion of the investment implemented on the territory of the participating Beneficiary.

1.2 Eligible entities for WBIF support

Public sector projects for financing under the WBIF may benefit (depending on the type of project and/or the intervention area addressed):

(a) public entities;
(b) private entities, such as, for example, without limitation, entities established within the context of public-private partnerships (PPPs), joint ventures or mutual joint ventures; or
(c) other entities with mixed public-private capital,

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

2. TA Round 36 eligibility criteria

This is a call for applications for technical assistance grants to support the preparation of the following categories of infrastructure projects:

Category A	Projects for financing by the Reform and Growth Facility (RGF), as reflected in the Beneficiaries' respective indicative lists of RGF projects[1], in the following key sectors: 1) sustainable transport; 2) clean energy; 3) digital future; and 5) human capital development.
Category B	Projects that are in final stage of preparation and have benefited from a WBIF TA grant for earlier phases of the preparation (and whose objective of a new TA grant is to arrive at mature projects ready for investment), in the following key sectors: 1) sustainable transport; 2) clean energy; 3) environment and climate; 4) digital future; and 5) human capital development.
Category C	Projects envisaged to be financed beyond the current Multiannual Financial Framework (post 2027), in the following key sectors: 1) sustainable transport; 2) clean energy; 3) environment and climate; 4) digital future; and 5) research and innovation.

*This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

[1] In the case of Bosnia and Herzegovina, which has not yet submitted to the European Commission an indicative list of RGF projects, Bosnia and Herzegovina will need to confirm in section 21.2 of the application form that will be submitted under this call for applications that the investment in reference will be included in the indicative list of RGF projects that will be submitted to the European Commission.

In their applications (in section 19), applicants must specify the category (A, B, or C) under which the technical assistance requested falls and demonstrate its eligibility under that category.

With a view to leveraging private sector finance and expertise for public investments – in particular when the investment design is complex, the operation of the infrastructure is challenging, or when the fiscal space of the borrower is limited – TA applications for the preparation of investments to be implemented under a public-private partnership (PPP) approach are strongly encouraged under the current round. As such, relevant applications should foresee an option analysis of the benefit and opportunities to develop the infrastructure through a public-private-partnership. This requirement does not apply to applications concerning investments at advanced stages of preparation; in these cases, a justification for not conducting an option analysis must be provided in the application form. In all other cases, when the PPP could not be a viable option anyway, a justification should also be provided in the application. Guidance on the potential for PPP is available on the WBIF website in the library (EPEC studies).

2.1 Main eligibility criteria

For projects included in Categories A and B

Sustainable transport

Subsector	
Railways infrastructure	• Rehabilitation of existing and construction of new resilient and smart transport infrastructure on the TEN-T core and extended core railway network
Road infrastructure	• Rehabilitation of existing and construction of new resilient and smart transport infrastructure on the TEN-T core roads network
Maritime/Inland waterways infrastructure	• Inland waterways TEN-T Core network • Port infrastructure
Intermodality	• Terminals/multi-modal hubs
Urban mobility	• Rapid urban transit systems

Clean energy

Subsector	
Electricity	• Transmission lines contributing to market integration (between Western Balkans partners and/or with EU Member States), sustainability (integration and transmission of renewable energy) and security of supply • Distribution network upgrade • Digitalisation of the network • Energy storage: battery storage and pumped hydro storage
Renewable energy production	• Rehabilitation of hydropower plants • Innovative renewable energy solution projects (if not supported through EFSD+ guarantees, proven not to be revenue-generating and abiding by the latest EU cyber security rules in the energy sector)
Energy efficiency	• Energy efficiency measures for infrastructure in the education sector (from early childhood education to high-level education) and in the health sector (hospitals and health centres) abiding by the latest EU cyber security rules

Subsector	
	in the energy sector if solar components are included

Digital future

Subsector	
Infrastructure	• Ultra-fast and secure broadband (including 5G) for governments, households, businesses, education and health, connections with remote areas, connection to EU digital backbones. Full alignment with the EU's 5G cybersecurity toolbox and technology neutrality must be ensured. • Secure, energy-efficient, trustworthy and AI-ready data centres, edge and cloud infrastructures, as well as linking to EU initiatives on high-performance computers and/or GEANT programme; these efforts must ensure cyber-resilience • Exploring synergies with other connectivity areas, such as transport and energy, in the context of infrastructure sharing • Investments in improving the digitalisation of infrastructures in the fields of education (from early childhood education to high-level education) and health (hospitals and health centres)

Human capital development

Subsector	
Education & skills	• Infrastructure investments necessary for implementation of concrete reforms included in Reform Agenda
Social inclusion	• Infrastructure investments necessary for implementation of concrete reforms included in Reform Agenda
Employment	• Infrastructure investments necessary for implementation of concrete reforms included in Reform Agenda

Environment and climate (only for Category B projects)

Subsector	
Water management	• Rehabilitation of existing and construction of new drinking water and wastewater treatment plants • River basin management/flood prevention
Waste management	• Rehabilitation of existing and construction of new waste management centres • Closure of non-compliant landfills, including rehabilitation according to EU standards (only if in association with waste management centres) • Equipment
Air quality	• Services/ works/ equipment
Nature protection	• Management of natural resources, resource protection (deployment of reservoirs, irrigation; green and blue infrastructures; ecosystem restoration and resilience; restoration of carbon rich habitats; water retention)
Industrial pollution/chemicals	• Services (studies)

Subsector	
	• Cleaning/remediation of local waste dumpsites • Integrated industrial decarbonisation and depollution solutions

For projects included in Category C

Sustainable transport

Subsector	
Railways infrastructure	• Rehabilitation, upgrading and construction of resilient, smart and interoperable TEN-T Core and extended core railway network, including ERTMS deployment, electrification, safety and digitalisation measures
Road infrastructure	• Rehabilitation, upgrading, safety improvements, digitalisation, and climate-resilient adaptation of the road infrastructure on the TEN-T core and extended core road network. New road construction should be limited to the completion of the TEN-T corridors and missing links with clear regional connectivity value. Priority should be given to projects contributing to cross-border connectivity and accession objectives.
Maritime/Inland waterways infrastructure	• Sustainable port infrastructure, inland waterways on the TEN-T network and investments supporting decarbonisation, alternative fuels, shore-side electricity and safety improvements
Multimodality	• Infrastructure facilitating modal shift and improving connectivity between transport modes, including multimodal freight terminals, logistics platforms and infrastructure facilitating modal shift from road to rail and waterways where these contribute to the performance of TEN-T corridors and regional connectivity objectives

Clean energy

Subsector	
Electricity transmission / Connectivity	• Transmission network reinforcement and modernisation, especially when contributing to market integration within the Western Balkans region and/or with EU Member States, to sustainability of electricity supply (integration of renewable energy) and security of supply • Digitalisation of the electricity network related to connectivity within the Western Balkans region and/or with the EU Member States
Renewable energy Production and storage	• Innovative renewable energy production solutions (if not supported through EFSD+ guarantees, proven not to be revenue-generating and abiding by the latest EU cyber security rules in the energy sector) • Energy storage: large batteries and pumped hydro storage

Environment and climate

Subsector	
Water management	• Rehabilitation/upgrade of existing and/or construction of wastewater treatment plants with a minimum investment value of €70 million; the project should include particular attention to sustainability and governance issues. Support can be extended to associated investments in biodiversity.

Subsector	
Waste management	• Rehabilitation of existing and/or construction of new waste management centres with sorting and recycling infrastructure, in alignment with green agenda and focused on circular economy, with a minimum investment value of €50 million. Support can be extended to associated investments in biodiversity.

Digital future

Subsector	
Infrastructure	• Ultra-fast and secure broadband (including 5G) for governments, households, businesses, education and health, connections with remote areas, connection to EU digital backbones. Full alignment with the EU's 5G cybersecurity toolbox and technology neutrality must be ensured.

Research and innovation

Subsector	
Research	• Research infrastructures that pursue scientific excellence and promote integration into the European Research Area
Innovation	• Technology infrastructures required to develop, test, upscale and validate technology. Their primary purpose is to enable and accelerate technological innovations towards societal/market adoption, boosting industrial competitiveness.

2.2 Additional eligibility criteria

- The underlying investment projects of technical assistance grants must be endorsed by the Ministry of Finance, unless no financing from the national budget is expected (e.g. projects under the responsibility of a municipality). In case the requested TA is at an early stage of development, either at pre-feasibility or feasibility study level, it is sufficient to demonstrate that the Ministry of Finance has been consulted.
- TA applications must support preparatory work for eligible investment projects. For example, without limitation, masterplans, (pre)feasibility studies, cost-benefit analyses, environmental and social impact assessments, comprehensive risk assessments, including disasters and climate change risks and vulnerability, preliminary and detailed designs, targeted capacity building and implementation support (including tender documents preparation, procurement assistance), sector development studies, and general capacity building.
- Activities related to the technical review, check and verification of any project design(s) as per national legislation, other activities specific to the urban planning and/or land ownership (e.g. the preparation of urban plans, documentation for land expropriation, etc.) that fall under the Beneficiary's responsibility as part of its due diligence and control for the project management are not eligible for grant funding.
- Support for overcoming specific obstacles delaying project preparation or implementation may be accepted, provided that for faltering projects, the grant application provides a thorough analysis of the causes and a clear and logical use of the grant to drive their progress.
- For projects with preparatory studies under development (e.g. the feasibility study is under preparation), grant financing for the next stage will not be provided until those studies are completed and the beneficiary and Lead IFI approve their results. Similarly, additional grant financing will not be considered when a grant

has already been awarded but not disbursed.

- To ensure efficient use of resources, proposals should reflect the logical sequence of the project cycle and, therefore, should be confined to immediate needs. For example, if a feasibility study is required, assistance for designs and tender documents should not be part of the grant request but rather be applied for in the future if the feasibility study proves positive.
- TA applications for the preparation of investments to be implemented under a PPP approach are encouraged under the current round. As such, relevant applications should foresee an option analysis of the benefit and opportunity to develop the infrastructure through a public-private partnership. This requirement does not apply to applications concerning investments at advanced stages of preparation; in these cases, a justification for not conducting an option analysis must be provided in the application form. In all other cases, when the PPP could not be a viable option anyway, a justification should also be provided in the application. Guidance on the potential for PPP is available on the WBIF website in the library (EPEC studies).

2.3 Maximum co-financing rates for WBIF technical assistance grants

The WBIF grant can finance 100% of the costs for technical assistance.

3. Requirements for the submission of application forms

The applications must be pre-notified and submitted via the WBIF MIS platform by National IPA Coordinators in the prescribed application form and in accordance with the deadlines communicated at the launch of the call.

Project proposals must be supported by a Lead Financial Institution (LFI), namely the AFD, CEB, EBRD, EIB, KfW, or the World Bank.

The application form for TA Round 36 is included in Annex 1 of these guidelines; its editable format is available for download in the WBIF MIS Library under the "GAF Templates" tab. Instructions for completing the application form are embedded in the template.

The applicants must submit a duly completed application form. All sections of the application form must be completed as clearly and concisely as possible, while adhering to the suggested maximum character limits and avoiding repetition.

The application forms must be submitted together with an accompanying letter signed by the NIPAC, which confirms the Beneficiary's commitment to the submitted projects, confirms that the Lead Financial Institution has been consulted and is in agreement with the content of the application form.

The Beneficiaries shall prepare the project proposals under the supervision of the NIPACs and in close cooperation with the LFI. Consultations and coordination with the EU Delegations must be ensured before the submission of the application.

3.1 Phased submission of TA applications

The submission of the TA application form is organised in two phases. The **Phase 1 application form** contains the information required to ensure a meaningful understanding of the application, in line with the policy framework.

Once an application has successfully passed Phase 1, **Phase 2** begins. During this phase, which runs concurrently with the assessment process, applicants are required to complete additional sections of the application form. The sections to be completed in each phase are indicated in the implementation form set out in Annex 1 to these Guidelines.

3.2 Sections pertinent to the preparation of Terms of Reference

The complete application form *includes sections relevant to the preparation of the Terms of Reference (ToR) for the TA assignment*, the content of which is set out in the table below.

Section	Heading
2	Grant code
7	Beneficiary(ies)
10	Action/Grant application name
11	Lead Financial Institution
14	Total WBIF grant amount (€)
16	Implementation of TA activities
17	Responsible authority of the Beneficiary
18	Implementing entity(ies)
19.1	Background and context of the Project
19.2	Needs/demand analysis
19.3	Project map
19.4	Description of the Project
19.5	Reference documents
21.1	Alignment with the Economic and Investment Plan for the Western Balkans
21.2	Alignment with the Growth Plan and the Reform and Growth Facility for the Western Balkans
21.3	Alignment with Green Agenda objectives
21.4	Compliance with adopted national/sectoral/regional strategies
23.1	Description of entities involved
23.2	Organisational set-up
28.2	Detailed scope of work and results for TA grant activities (the Action)
31.2	Detailed planning of TA activities

Following a positive opinion from the WBIF Operational Board and, where applicable, approval by the Assembly of Contributors, the MIS will automatically generate extracts of the relevant sections of the ToR. These extracts will then be uploaded to the MIS under grant attachments as the "ToR Framework" and transmitted to the Lead IFIs for finalisation of the ToR.

3.3 Submission of the ToR to WBIF Secretariat

Within two months of receiving a positive opinion from the WBIF Operational Board and, where applicable, approval from the Assembly of Contributors, the Lead IFI shall submit the Terms of Reference (ToR), as approved by both the beneficiary and the Lead IFI, to the WBIF Secretariat for "No Objection".

No procurement procedure may be initiated, nor may any legally binding commitments between the Lead IFI and third parties enter into force, prior to the WBIF Secretariat issuing its "No Objection" to the final ToR.

Once the WBIF Secretariat has issued its "No Objection", the ToR shall be uploaded to the MIS, and implementation may proceed.

If the ToR are not submitted to the WBIF Secretariat within this two-month deadline, the TA grant shall be submitted for cancellation in accordance with Article 3.02(b)(ii)(2) of the General Conditions.

Annex 1: Application form for TA Round 36

The phased TA application form is copied below and is divided into phases 1 and 2, with explanatory text in grey italics.

Phase 1 (opens following pre-notification)
Phase 2 (opens following the Paris Group)

IDENTITY OF THE PROJECT

1	**Blending facility**	WBIF	**2**	**Grant code**	*This is the grant code, communicated to the NIPAC during pre-notification. This section is filled in automatically in MIS when the application is submitted.*
3	**WBIF approval date**	*This is the date on which the WBIF approves the grant. This section is filled in automatically in MIS.*	**4**	**Flagship**	*[select flagship]* *Select the relevant investment flagship from the drop-down list. If the Project does not fall under an investment flagship, select "None" from the drop-down list and justify the application in section 21 - Coherence with the EIP, Growth Plan/RGF, EU policies, and adopted national/sectoral/regional strategies.*
5	**WBIF intervention area**	*[select intervention area]* *Select the intervention area addressed by the Project from the drop-down list.*	**6**	**CRS code**	*The OECD purpose code (CRS code) relevant to the Project must be entered in this section. The list of CRS codes is available at https://development-finance-codelists.oecd.org/Codeslist.aspx.* *The NIPAC will select the CRS code from the drop-down list in MIS when submitting the application.*
7	**Beneficiary(ies)**	*[select name]* *Select the name of the Beneficiary from the drop-down list. For regional projects, select all Beneficiaries involved.*			
8	**Project name**	*Enter the name of the Project financed by the WBIF grant. Please ensure it is short (maximum 250 characters) and includes the key elements of the Project, such as the infrastructure concerned and location.*	**9**	**Project code**	*This code is specific to the WBIF MIS database and is either selected (for existing WBIF projects) or generated (for new projects) at the pre-notification stage.*
10	**Action/Grant Application name**	*Enter the name of the Action, which must include the key elements of the technical assistance (TA) to be funded with the grant per this structure: Project name (as per section 8), followed by the TA activities to be funded by the WBIF grant requested.*			

		For example, "Nis Wastewater Treatment Plant: Feasibility Study, ESIA, Preliminary Design", where "Nis Wastewater Treatment Plant" is the name of the Project for which the WBIF grant is requested, while "Feasibility Study, ESIA, Preliminary Design" are the activities to be funded by the WBIF TA grant.

11	**Lead Financial Institution**	*[select name]* *Select the name of the Lead Financial Institution (LFI) from the drop-down list.*
12	**Co-financier(s)**	*[select name]* *Select the names of other WBIF financial institutions that contribute financial resources to the Project if relevant: AFD, CEB, EBRD, KfW, or WB.*

13	**Type of WBIF contribution**		**Technical Assistance**		
14	**Total WBIF grant amount (€)**		TA amount excl. fee (€)		*This is the grant amount, excluding the implementation fee, for the TA activities funded by the grant. It is the "Grant amount without fees" from section 29.*
			TA fee (€)		*This is the implementation fee from section 29.*
			Total WBIF grant amount (€)		*This is the "Total WBIF grant amount" from section 29.*
15	**Type of WBIF financing source**	*[select source]*	**16**	**Implementation of TA activities**	**[MM/YYYY - MM/YYYY]** *This field is filled in automatically in MIS based on the dates provided in subsection 31.1 - Indicative calendar of the Action.*

17	**Responsible authority of the Beneficiary**	*Indicate the Beneficiary's authority (e.g. Ministry of Finance, Ministry of Environment, Ministry of Transport, etc.) and its relevant department(s) in charge of the Project (e.g. Department for International Financial Cooperation, Department of Water, etc.) Ensure consistency with section 23 - Institutional framework of the Project.*
18	**Implementing entity(ies)**	*Indicate the entity(ies) responsible for the implementation of the Project (e.g. public transport company, public utility company in cooperation with the Municipality, transmission system operator, etc.) and specify the nature of the implementing entity, i.e. whether it is public, mixed (including ownership structure), or private.* *Note that in section 23 - Institutional framework of the Project, all entities involved must be included. In contrast, in the section, only the entity responsible for implementing the Project should be listed.*

DESCRIPTION OF THE PROJECT

19	**Description of the Project** *The following differentiation is made between the Project and the Action in the grant application form:* • ***Project** means the overall investment project.* • ***Action** means the part of the project for which the Beneficiary seeks grant financing from the WBIF. An Action comprises a set of activities proposed for financing, in whole or in part, by the*

WBIF grant.

This section deals with the investment project for which WBIF TA funding is requested (i.e. the Project), not with the activities proposed to be funded by the WBIF grant (i.e. the Action), which must be addressed in section 28.

Provide a clear description of the overall Project. The description should be by component or phase if the Project has more than one component or phase. The description should include the Project's finality and its main components. Ensure that the information is verifiable; therefore, use summary information from the technical documentation developed for the Project (e.g. feasibility study, ESIA study, preliminary/detailed design, etc.) and document the sources. The description may be complemented by maps, explanatory graphs, tables or pictures, which can be included in the application form using the MIS "Pictures" and "Tables" functionalities.

This section should provide an overview of the context in which the Project will be developed and a summary of the Project's scope, including the main outputs envisaged. The current situation and trends in the sector addressed by the Project should be described. This requires defining the needs within the project area in the relevant sector/thematic area. Therefore, the changes to be achieved through the Project should be clear, as should the beneficiaries of the Project's activities. The type of benefits and the final beneficiaries must be quantified as much as possible.

(Indicative max 1,000 words)

- *Complete this section in cooperation with the LFI.*
- *Present concisely and coherently all the information required in subsections 19.1, 19.2 and 19.4.*
- *Specify the category (A, B, or C) under which the technical assistance request falls and demonstrate its eligibility under that category. Ensure the description focuses on the Project, not the Action for which WBIF grant funding is requested.*
- *Ensure that all main (direct and indirect) beneficiaries are identified and described (i.e. those who will benefit from the Project's implementation).*
- *Use and quote official sources of information to justify critical problems/primary deficiencies (see subsection 19.5).*
- *Ensure that a map of the Project's location is included in subsection 19.3.*
- *Avoid using jargon and acronyms.*

19.1	**Background and context of the Project**

Specify the category (A, B, or C) under which the technical assistance request falls and demonstrate its eligibility under that category.

Provide a short description of the Project's background, which should include at least an overview of the current situation and trends in the sector the Project addresses. What is needed? How is it justified? Where does the project idea originate from? What are the market failures or suboptimal investment situations which will be addressed, which may be proven to be financially viable but do not give rise to sufficient funding from market sources? Where relevant, describe the avoidance of the potential crowding out of other sources of finance.

Market failure is traditionally defined as a situation in which the distribution of goods and services is inefficient, whereby individual incentives for rational behaviour do not lead to rational outcomes for the group. It is, therefore, a disequilibrium state in which the rational behaviour of the individual does not lead to a rational behaviour for the group. In these situations, donors can support the beneficiary government in intervening to provide public goods and in handling both positive and negative externalities of free market economic activities.

Public goods are defined by two distinct aspects: non-excludability and non-rivalrous consumption. "Non-excludability" means that people cannot be excluded from the benefits of their use. In contrast, "non-rivalrous" consumption means that the consumption of a good by one person does not reduce the amount available for others. Public goods such as non-toll roads, municipal sewage systems, and energy-efficient public buildings are examples, along with many others, including well-educated youth. Externalities occur whenever a transaction has a spillover of benefits (positive) or costs (negative) to

parties not involved in the original transaction. Thus, a private company's investment in renewable energy facilities has a positive spillover for the general population in terms of air quality. In contrast, a chemical plant's continued reliance on outdated technology has a negative spillover effect due to the pollutants it releases into the environment, which could be avoided if the company invested in upgrading its equipment.

When making the argument that the proposed action aims to create public goods or manage positive and negative externalities, thereby addressing a market failure or a suboptimal investment situation, bear in mind that the European Commission remains an economic actor managing scarce resources in pursuit of its policy priorities. It is, therefore, important that you carefully qualify and quantify the public goods and externalities that the action intends to create.

Describe any other relevant socio-economic implications of the Project, e.g. relevant information on the social and/or market impact that the Project, if implemented, will have, for instance, a significant and sudden rise in utility tariffs, which may be necessary for the sustainability of the sector and of the Project, but which may have important social consequences.

Describe what can be taken as reference programmes or projects in the beneficiary economy/region/sector (e.g. similar programmes carried out in the sector of the Project), what are the defining benchmarks of these programmes/projects, and what are the main lessons learnt.

Project proposals shall explicitly mention any complementarities or coherence with projects supported or planned for support under the IPA National Programmes (for implementation by the EU Delegations or by the Beneficiaries' authorities) and/or other donors' activities, by providing at least a preliminary indication of the type and amount of donor support that the investment project may receive from various sources.

Explain the involvement of the private sector if relevant.

Maximum length: 3000 characters.

19.2	**Needs/demand analysis**

For early-stage projects (pre-feasibility study, feasibility study, ESIA), please provide one paragraph on the expected needs / demand the Project is expected to address.

For more advanced-stage projects (PD, Design, etc.), please use quantitative (if available) and qualitative data, and describe the problems (including gaps, shortcomings, or deficiencies) the Project addresses to demonstrate why the Project is needed. It is paramount to summarise critical infrastructure deficiencies and needs that the Project (or project component/phase) will address and bring to EU standards.

Provide a summary of the demand analysis, including the predicted demand growth rate, in line with the results of the Cost-Benefit Analysis (if available). Minimum information required: (i) assumptions and baseline (e.g. traffic in the past, future traffic without the project); (ii) projections and methodology used for selected options (if applicable); (iii) supply-side aspects, including analysis of existing and expected infrastructure developments; and (iv) network effect (if any). Use and document sources to justify the critical issues the Project targets and the demand analysis. Avoid using jargon and acronyms.

19.3	**Project map**

Include a map that clearly shows the project area and its context to help understand the location of the Project's various facilities. The map should be easy to read, high-quality, preferably in colour, and include a clear legend.

19.4	**Description of the Project**

Please do not repeat information from 19.1. This description must be structured, concise and focused on crucial aspects: main characteristics (technical specifications) and components and/or phases of the Project (if it has more than one component or phase), justification of the Project's scope and size in the context of the demand forecasted, the rationale for options selected concerning climate change and natural disasters risk assessment conducted (as applicable), primary beneficiaries of the Project (e.g. target population served). Indicate cross-border aspects and impacts (if any).

If the Project has several phases or components, present those already completed or currently under

	implementation, along with the subsequent phases and/or components, in chronological order. *Briefly describe and quantify the beneficiaries of the Project as much as possible, including any vulnerable, disadvantaged, disabled, and gender-sensitive groups.* *Maximum length: 3000 characters.*
	19.5 Reference documents
	List all documents used in drafting section 19 (e.g. studies, statistics, strategies, action plan, etc.). Indicate the document title, author, issue date, and URL if available online.

20	**Indicative project status and planning** *Outline the Project's current stage and the envisaged timeline. Include the duration, status, and information about completed, ongoing, and future activities. Indicate the last technical documentation completed, briefly comment on any outstanding or ongoing activities, and specify the expected completion date per the instructions below.* *The most common activities are pre-listed. Where relevant, add activities to the list. In case of activities that are not relevant, state 'n/a'.* *The following key aspects should be covered:* • ***Technical**: status of/planning for the preparation of the masterplan, pre-feasibility study, feasibility study and cost-benefit analysis, environmental and social impact assessment, preliminary and detailed designs, tender documents, etc.;* • ***Administrative**: status of/planning for urban planning, environmental permit, land availability, construction permit, launch of procurement, etc.;* • ***Financial**: status of/planning for loan agreement(s) with the LFI and other IFIs financing the Project (e.g. estimated, under negotiation, signed, etc.), additional grants, allocation from the national budget, etc.* *The estimated duration of each activity and the overall period must be realistic, and all the factors that may affect the implementation timetable must be considered. It is recommended to consider the following planning principles:* • *Activities must follow the sequential order of the Project's development.* • *Sequential activities should not overlap.* • *The duration of procedures (e.g. review, public consultations, and permitting) should align with the periods defined in applicable regulations.* • *The estimated duration of each activity must include a reserve and should not be calculated as the shortest (theoretical) possible duration.* • *The impact of foreseeable periods when the Project will be on hold.* • *The time when institutions involved operate 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.* • *Key stages in the development of the Project should be considered, e.g. securing internal approvals for the Project, securing funding, securing ownership/control of sites, planning permissions, completion of design works, procurement launch, appointment of contractors, start of works on site, construction completion, handover and official opening.* o *Complete this section in cooperation with the LFI.* o *Ensure that the current stage of the Project reflects its status, e.g. previous stages/phases of the Project are completed, and all related conclusions are approved.* o *Planned activities are logically sequenced and can realistically be implemented within the estimated period. Each activity is designed to be implemented within a suitable period. Where possible, activities are executed (in part) in parallel, e.g. tender documents preparation and procurement pre-qualification.* o *Ensure consistency with sections 19 and 31.* *Note:* *(a) If already complete, provide the exact date; if only planned, indicate at least the month and year.*

(b) Select one of the following status options in the table:

- *Completed (C)*
- *Work in progress (WIP)*
- *Not started (NS)*
- *Not applicable (N/A).*

(c) Describe the current stage and the planning for each activity following the instructions included in the table. Additional activities specific to the Project can be added as separate entries (individual rows) in the table.

Activity	**Duration[a]**		**Status[b]**	**Comments[c]**
	Start date [MM/YYYY]	**Completion date [MM/YYYY]**		
Masterplan and other relevant spatial planning documents	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status, results, main conclusions, outstanding issues and/or conditions. Include the title, author and issue date.*
Definition of the investment project	*[insert date]*	*[insert date]*	*[select status]*	*Describe how the Project is a priority for the national authority, e.g. the Project's position and scoring in the SPP. Justify the application if the Project is not ranked or has a low SPP score.*
Strategic Environmental Assessment (if applicable)	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status, results, main conclusions, outstanding issues and/or conditions. Include the title, author and issue date if completed.*
Pre-feasibility Study	*[insert date]*	*[insert date]*	*[select status]*	*As above*
Feasibility Study	*[insert date]*	*[insert date]*	*[select status]*	*As above*
Conceptual Design	*[insert date]*	*[insert date]*	*[select status]*	*As above*
Environmental and Social Impact Assessment	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status, milestones, and decisions stemming from the ESIA procedure leading to development consent (e.g. ESIA screening decision, environmental consent decision). Indicate if the ESIA Study meets the applicable national, EU and LFI requirements.* *Start date: outset of the application for environmental consent.* *Completion date: end of the ESIA procedure, including appeals and*

					final decision.
	Preliminary Design	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status, results/main conclusions, outstanding issues and/or conditions. Include title, author and issue date if completed.*
	Land ownership	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the legal ownership of the project site(s) and the land for the new investments, land use planning decision(s) concerning the project sites(s), significant risks of delay and pending decisions on land purchase (e.g. expropriations).* *Land availability is critical for infrastructure development; historically, it has delayed many investment projects. During the design phase, the availability of land must be fully acknowledged, and all related issues identified, including estimated acquisition costs and the time required for expropriation procedures (if any).* *It is common and good practice to consider a project mature for co-financing only if the land has already been acquired and is available, because delays in the acquisition plan can be significant and set back the overall construction period. Such a situation can be avoided only if the land acquisition programme is significantly advanced or the government has committed to providing unencumbered land.*
	Detailed Design	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status, results/main conclusions, outstanding issues and/or conditions. Include title, author and issue date if completed.*
	Construction and other statutory permits	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status, development consent decision(s) - i.e. construction permit - or*

					expected decisions, and renewals/updates of authorisations/ approvals. If authorisations have not yet been issued, indicate the estimated completion timeframe.
	Loan(s) negotiation and signing	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status of loan agreements with the IFIs financing the Project, e.g. estimated, under negotiation, terms agreed, signed, etc.*
	Preparation of tender dossier(s)	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status and construction contract type (e.g. FIDIC Pink/Red Book, FIDIC Yellow Book, etc.*
	Procurement for works (per phase/component)	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status, potential delays (e.g. appeals, retendering), contract(s) signature, and type of contract (e.g. FIDIC Red/Pink Book or Yellow Book). If the Project has more than one component and/or phase, describe the status of procurement procedures for each component and/or phase.*
	Construction of works (per phase/component)	*[insert date]*	*[insert date]*	*[select status]*	*Short description of the status. If the Project is divided into phases or components, present each phase and/or component separately.* *If the Project has already started, indicate the status of implementation for each phase and/or component, and describe the executed works and the percentage completed.*

21	**Coherence with the EIP, Growth Plan/RGF, EU policies, and adopted national/sectoral/regional strategies**	
	Consider the following when filling in the sections below: • *Ensure that the Project addresses the WBIF blending investment priorities, policy objectives and investment flagships of the EIP.* • *Ensure that the strategic justification of the Project is reliable and relevant.* • *Demonstrate the Project's compliance with relevant national legislation, EU acquis and policies and other donors' strategies.* • *Ensure that the Project considers any special needs and responds to challenges related to any forms of discrimination and environmental impact.* • *Ensure correlation between the information included in the SSP and the grant application form (e.g. project title, total project cost).*	
	21.1	**Alignment with the Economic and Investment Plan for the Western Balkans**
	If a Project is not a "Flagship (Section 4)", please confirm if the Project is nevertheless aligned with	

	any of the following EIP priority area(s):[delete the options which are not relevant] "Transport", "Energy", "Environment and climate resilience", "Digital", "Economic development (incl. private sector, trade and macroeconomic support)", "Human Development (incl. human capital and youth)", "Health resilience", "Migration and Mobility", "Agriculture, food security and rural development", "Rule of law, governance and Public administration reform", "Other", "Not applicable". *Briefly justify, if applicable, how the Project addresses the WBIF intervention areas, policy objectives and investment flagships of the Economic and Investment Plan for the Western Balkans. If not applicable, briefly describe why it would still be justified to support the Project with a WBIF TA grant.* *[maximum length 700 characters].*	
	21.2	**Alignment with the Growth Plan and the Reform and Growth Facility for the Western Balkans**
	*For applications to prepare infrastructure projects in the intervention area of **Environment and Climate**: Indicate if and briefly explain how the Project is aligned with the objectives of the Growth Plan and the Reform and Growth Facility,* *For applications to prepare **RGF infrastructure projects**: (1) Confirm that the Project is included in the indicative list of priority investments under the RGF (in the case of an application submitted by Bosnia and Herzegovina, confirm that the investment Project in reference will be included in the indicative list of RGF projects that will be submitted to the European Commission). (2) Briefly justify how the Project addresses the objectives of the Growth Plan and the Reform and Growth Facility for the Western Balkans.* *[maximum length 700 characters].*	
	21.3	**Alignment with Green Agenda objectives**
	The Project is aligned with the following pillars: [delete the options which are not relevant] (1) climate action, including decarbonisation, energy and mobility, (2) circular economy, addressing in particular waste, recycling, sustainable production and efficient use of resources, (3) biodiversity, aiming to protect and restore the natural wealth of the region, (4) fighting pollution of air, water and soil, (5) sustainable food systems and rural areas, "Not applicable". *Briefly justify how the Project addresses the applicable Green Agenda pillar(s). If none are applicable, please describe briefly why it would still be justified to support the Project with a WBIF TA grant.* *[maximum length 700 characters]*	
	21.4	**Compliance with adopted national/sectoral/regional strategies**
	The Project is compliant with the following adopted national/sectoral/regional strategies: [list all relevant strategies, these could e.g. include]: • *The main national/regional policies for the concerned sector or thematic area (including gender equality strategies or action plans), the national/regional development strategy, sector strategy, action plan and with the country's Nationally Determined Contributions (NDC), National Energy and Climate Plan, or National Adaptation Plan (NAP).* • *The Project's position in the Single Project Pipeline (SPP).* • *The Project's priority from the point of view of national and regional institutions (e.g., the Transport Community, the Energy Community, and similar bodies).* • *Coordination/complementarity with related projects (financed by WBIF, national IPA, or other donors/ financiers).]* *Briefly justify how the Project addresses the adopted national/sectoral/regional strategies.* *[maximum length 700 characters].*	

22	**Consultations before submission**: • NIC	*Consultations took place with the following stakeholders [Indicate "Yes" or "No" after each option and date of consultation]:* • *National Investment Committee (NIC) (or equivalent body): Yes/No;*

	• IFIs • EU Delegation(s)/Office • Donors • Regional/ international organisations • Other stakeholders	*meeting(s) took place on DD/MM/YY.* • *LFI and co-financiers: Yes/No; meeting(s) took place on DD/MM/YY.* • *EU Delegation(s): Yes/No; meeting(s) took place on DD/MM/YY.* • *Geographical unit(s) of DG NEAR: Yes/No; meeting(s) took place on DD/MM/YY.* • *Other donors: Yes/No; meeting(s) took place on DD/MM/YY.* • *International and regional organisations: Yes/No; meeting(s) took place on DD/MM/YY.* • *Other relevant stakeholders (e.g. civil society organisations: Yes/No; meeting(s) took place on DD/MM/YY.* *From consultations, it can be concluded that: [add main conclusions]*

23	**Institutional framework of the Project**	
	23.1	**Description of entities involved**
	Present the list of entities involved in the implementation of the project, including: • *Beneficiary(ies) authority(ies) (responsible Ministry(ies) and specific department(s)): please indicate* • *Entity that is/will be the beneficiary of the construction permit(s) for the Project: please indicate* • *Implementing agency (or equivalent): please indicate* • *Project Management Unit (PMU)/Project Implementation Unit (PIU) or equivalent: please indicate* • *In case of involvement of a privately-owned company, indicate the contractual structure (e.g. concession, private-public partnerships).* • *Other entities.*	
	23.2	**Organisational set-up**
	This section should provide a comprehensive account of the organisational structure for implementing the Project and the Action, especially for the Action. It must also clearly present how the activities proposed for WBIF grant funding will be managed, which institutions will provide the required input and support, and which institutions will monitor and approve deliverables. *Describe the role (tasks, responsibilities, relations between the different bodies) of the LFI (local/regional offices, sector manager in the Beneficiary), the co-financiers and other entities involved (institutions/authorities of the Beneficiary, implementing entity(ies), other donors, etc.) to demonstrate the existing capacity for implementing the Project and the Action effectively.* *Clarify whether the Project involves creating an implementation unit (e.g., a Project Implementation Unit (PIU)) and describe its setup, role, and responsibilities.* *Indicate if the beneficiary/PIU can define the investment plan, procure and implement the Project, or if additional technical assistance is needed.* *Provide a brief description of in-country coordination arrangements. A monitoring and coordination structure should be in place to properly monitor progress in the implementation of the project (e.g. Project Steering Committee). This structure should include all relevant stakeholders, including the beneficiary entity, the Lead IFI, the Delegation/Office of the EU, etc., and should convene regularly at least twice a year, as well as on an ad-hoc basis whenever significant issues arise* *If relevant, provide a comprehensive description of the organisational structure for the operation of the investment project. Include existing institutional structure (e.g. ownership of infrastructures, contractual obligations to the new infrastructure, the evolution of tariffs, etc.)* *Indicate whether the WBIF contribution will be pooled in a joint Project account with funds from the LFI and other co-financing institutions or whether the WBIF grant will be kept in a separate account.* *Describe the flow of the WBIF contribution to involved entities down to the final beneficiaries/recipients.*	

	Add a chart illustrating the Project's institutional framework. *[This section will be included in the ToR for the TA assignment; please ensure the information provided is exhaustive and complete.]* • *Complete this section in cooperation with the LFI.* • *Clearly define the specific roles of the institutions involved in the Project.* • *Ensure the institutional aspects of the Project's implementation are duly described.* • *Include a chart illustrating the institutional framework of the Project.*

24	**Project budget and financing plan** *For early-stage projects (pre-feasibility study, feasibility study), this information regarding the Project Budget can be kept brief. For example, in pre-feasibility study applications, cost breakdowns can be limited to the main items; for other cost components, provide best estimates (if data are unavailable, "not available" will be an option in MIS).* *For more advanced-stage projects, this section should provide the Project Budget (cost breakdown structure) and Financing Sources (sources and corresponding contributions). Include the main cost components of the Project, their descriptions (related activities), and the corresponding amounts in the budget, matched against sources of funds and their contributions in the financing plan. The costs should not include VAT.* *The prefilled cost components listed in the grant application form are indicative; their final composition is left to the applicant's appreciation. The budget should provide a detailed indication of the Project's main costs and budget resources.* *The costs of works and supplies, without contingencies, must be listed separately from those for TA for project preparation and implementation. Costs associated with ensuring EU visibility are eligible and can be budgeted. However, rather than being included in a standalone visibility line, visibility costs should be factored into the budget under the relevant activity to which they relate. The budget can also include contingencies, subject to justification and assessment by the relevant donor. If the Project has more than one component and/or phase, the costs must be presented by component and/or phase (i.e. in individual rows, as in the table below).* *The financing plan should contain the sources of funds that provide financing to the Project, the amount of their contribution and the cost components financed by each contribution: WBIF, LFI, co-financiers, Beneficiary's contribution (national contribution), EU national IPA, other private (e.g. commercial banks) and public financiers (e.g. other donors). Please indicate the type of contributions of each source of funds: investment grant, technical assistance grant, loan, guarantee, equity, interest rate subsidies, or other. Create separate entries (i.e., individual rows in the table) for each source and type of funds (e.g., loan, grant), and differentiate between sovereign and non-sovereign loans, as well as private-sector finance.* *The fields for sums and percentages are filled in automatically in MIS. The "Total project cost" and "Total financing available" must be identical to apply.* *While it is understood that the figures provided in this section are indicative, the applicant should make every effort to ensure that the amounts reflect the expected amounts involved in the Project as closely as possible.* *As a rule, the following costs are **not eligible for WBIF co-financing:*** • *Expenditure incurred prior to the signature of the relevant Contribution Arrangement* • *Expenditure ineligible under national rules* • *Cost of purchase of land or buildings* *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 land ownership, e.g. preparation of urban plans and documentation for land expropriation*

- *Communication costs*[2]
- *Debts and debt service charges*
- *Any duties, taxes and charges, including but not limited to value-added tax (VAT), that are recoverable/deductible*
- *Fines, financial penalties, and litigation expenses*
- *Second-hand equipment*
- *Bank charges, cost of guarantees and similar charges*
- *Contributions in kind.*
  - *Complete this section in cooperation with the LFI.*
  - *Include all cost components of the Project in the budget;*
  - *Present the costs by component and/or phase of the Project in the budget;*
  - *Duly budget all cost components and keep within thresholds;*
  - *Ensure that national sources have been secured to cover all non-eligible costs required for timely completion of the technical documentation (e.g. planning/design (permits) fees, the cost for project design review/checks/verification by the revision committee, etc.);*
  - *Match the cost components with the sources of funds in the financing plan.*

Indicative total project budget (cost breakdown)

Cost component number	Cost component description	Total costs (€) *(A)*	Non-eligible costs (€)[(a)] *(B)*	Eligible costs (€)[(a)] *(C)=(A)-(B)*
1	**Planning/design (permits) fees**	*[insert amount]*	*[insert amount]*	*[filled automatically in MIS]*
2	**Land purchase**	*[as above]*	*[as above]*	*[as above]*
3	**Technical assistance for project preparation** (*e.g. masterplan, pre-feasibility study, feasibility study, environmental and social impact assessment, detailed design, tender documents, procurement procedures)*	*[as above]*	*[as above]*	*[as above]*
4	**Technical assistance for project implementation** *(e.g. supervision of works, project management)*	*[as above]*	*[as above]*	*[as above]*
5	**Works (Building & construction)** [(b)]	*[as above]*	*[as above]*	*[as above]*
5.1.	*Works – Component/Phase 1*	*[as above]*	*[as above]*	*[as above]*
5.2.	*Works – Component/ Phase 2*	*[as above]*	*[as above]*	*[as above]*
5.n	*Works – Component/ Phase n*	*[as above]*	*[as above]*	*[as above]*
6	**Supply (Plant & machinery)** [(b)]	*[as above]*	*[as above]*	*[as above]*
6.1.	*Supply – Component/Phase 1*	*[as above]*	*[as above]*	*[as above]*
6.2.	*Supply – Component/Phase 2*	*[as above]*	*[as above]*	*[as above]*
6.n	*Supply – Component/Phase n*	*[as above]*	*[as above]*	*[as above]*

[2] Exceptionally, within the context of EU External Actions and with prior agreement of the EU, communication activities for specific projects/programmes may be funded as part of the action, if duly justified for the Action.

	7	**Contingencies**[c]	*[as above]*	*[as above]*	*[as above]*
	8	**Other** (e.g. project design review/ verification by review committee)[d]	*[as above]*	*[as above]*	*[as above]*
		Total Project Costs	*[filled in automatically in MIS]*	*[filled in automatically in MIS]*	*[filled in automatically in MIS]*

Financing plan

Sources of funds	**Cost component(s) financed**	**Amount (€)**	**% / total**	**Remarks** (i.e. Code/ Ref. of financing)
National contribution	*[insert the number of cost component(s) financed]*	*[insert amount]*	*[filled in automatically in MIS]*	*[indicate the budget in which the Project is included]*
IFI Loan 1 *[insert IFI name]*	*[as above]*	*[as above]*	*[as above]*	*[indicate if the loan is sovereign or non-sovereign and its status, e.g. estimated, terms agreed upon, signed, etc.]*
IFI Loan 2 *[insert IFI name]*	*[as above]*	*[as above]*	*[as above]*	*[as above]*
Grant amount requested without fees[e] *[insert the code of the requested WBIF TA grant]*	*[as above]*	*[as above]*	*[as above]*	*[current grant request]*
Other WBIF grant(s) [f] *[insert grant code]*	*[as above]*	*[as above]*	*[as above]*	*[code/reference number of the financing agreement, financed activities]*
Other grants[f] *[insert donor name]*	*[as above]*	*[as above]*	*[as above]*	*[as above]*
Other sources[f] *[insert source name]*	*[as above]*	*[as above]*	*[as above]*	*[as above]*
…	…	..	…	**…**
Total Financing available		*[filled in automatically in MIS]*	*[filled automatically in MIS]*	

(a) Eligible and non-eligible cost categories for WBIF co-financing are listed above.

(b) Excluding contingencies. If the project has more than one component or phase, the costs for works and supplies must be broken down by component or phase.

(c) The need for contingency must be duly justified. The amount should be taken from the technical documentation developed for the Project and should be at most 10% of the costs for works and supplies net of contingencies. The utilisation of contingency funds during the implementation of the Action needs to be pre-authorised by the European Commission. It may also be used to cover other eligible costs, such as negative interest, in accordance with the General Conditions and, if applicable, bilateral implementation agreements.

(d) Costs not included under cost components 1-7 should be listed here, e.g. project design

review/check/verification by the revision committee. Technical review, check and verification of project design(s) as per the national legislation and other activities specific to urban planning and/or land ownership (e.g. preparation of urban plans, documentation for land expropriation, etc.) fall under the Beneficiary's responsibility for due diligence and control for project management. These costs are not eligible for WBIF grant support.

(e) It must be identical to the "Grant amount without fees" (i.e. grant without implementation fee) from section 29 - WBIF grant amount calculation and justification.

(f) Other WBIF grants must be listed as separate entries (i.e. in individual rows) by code. Grants from other donors and funds from other sources must be presented as separate entries (i.e. in individual rows) by donor and source.

25	**Project sustainability** *This section is not required for TA applications for pre-feasibility study, feasibility study and ESIA. [in this case, please add "Not applicable"]* *Complete this section in cooperation with the LFI. Describe under which conditions the Project will be sustainable when the grant support expires. Describe any incentives that could be necessary to enhance the sustainability of the Project. Refer to how the Project leads to investment and whether its results can be replicated in other sectors or geographical areas.* *Describe the Project's sustainability in relation to its economic and financial viability and environmental, social and institutional features.* *Ensure that this section addresses the following sustainability aspects:* • *The economic viability of the Project is confirmed with reasonable certainty, i.e. the net benefits are expected to be positive, there are no better ways of achieving the Project's purpose, and the public financial resources used for the Project are unlikely to be employed better elsewhere.* • *The Project proves to be accessible, i.e. all financing sources are secured, and it will be financially and fiscally sustainable once in operation.* • *Environmental and social impacts are acceptable, or if negative impacts are foreseen, appropriate mitigation measures are proposed.* • *Satisfactory project management arrangements will be put in place to deliver the Project to specifications on time and within budget.* • *Organisational arrangements for the operation of the Project will be adequate for the sustainable delivery of the proposed services.*	
	Economic/ Financial viability	*Does the Project guarantee an acceptable economic (and financial, where applicable) return level? Describe future revenue flows expected from the Project, operation and maintenance costs and their expected sources of finance. à The Project's economic viability is confirmed with reasonable certainty (i.e. net benefits are expected to be positive; there are no better ways of achieving the Project's purpose; the public financial resources used for the Project are unlikely to be better employed elsewhere).*
	Environmental aspects	*Has the Project considered the environmental implications and taken measures to avoid or mitigate adverse environmental impacts throughout its life? Has a public consultation process taken place? à Environmental and social impacts are acceptable, or where negative impacts are foreseen, appropriate mitigation measures are proposed.*
	Social aspects	*Has the Project incorporated mechanisms to ensure equitable access and the continuous distribution of its benefits? Describe the affordability approach if the Project will generate revenue (e.g., through tariffs, etc.). à The Project proves to be accessible, meaning that all financing sources are secured; the Project will be financially and fiscally sustainable once in operation.*

	Institutional aspects	*Has the Project received the necessary support (both budgetary and institutional) to maintain and operate the facilities over their lifetime? à Satisfactory project management arrangements will be put in place to deliver the Project to specifications, on time and within budget; organisational arrangements for the operation of the Project will allow for sustainable delivery of the proposed services.*

26	**Risk assessment** *This section is not required for TA applications for pre-feasibility study, feasibility study and ESIA. [in this case, please add "Not applicable"]* *Complete this section in cooperation with the LFI. The project promoters should understand the project implementation risks from the outset (e.g. potential changes to project planning, delays in delivery due to external factors, difficulties in decision-making, the need for additional expertise, etc.). The applicants must provide an assessment of the main potential risks to the successful delivery of the Project.* *Identify the Project-related risks and how these risks will be mitigated. Assess how seriously the identified risks can influence the Project:* ***high (H), medium (M)*** *or* ***low (L).*** *Keep in mind that:* • *Risks are factors that might hinder the achievement of the desired outcomes and are out of the promoter's sphere of control.* • *Refer to any impact assessment carried out, including ESIA (if applicable), climate risk and vulnerability assessment, and recommended mitigation measures. If such assessments have not yet been completed but are required, please indicate them and why.* • *Indicate the applicable environmental and social standards/safeguards and provide the URL link to where these can be found.* *Address the following risk categories:* • *Political risks: including but not limited to the gap between the legislation and/or standards of the Beneficiary and the EU, pace of convergence, and policy and administration structure changes.* • *Economic risks: describe how macroeconomic conditions or policy changes may affect the Project, energy poverty, etc.* • *Financial risks (this should be linked to both the financing plan and the entities involved in the implementation of the project as detailed in sections 24 and 23): The description should focus on the following elements: lack of funds for co-financing; improper handling of financing requests; payment delays; credit and currency risk of the beneficiaries; risks linked to partner financial institutions (intermediaries); the risk-sharing operations.* • *Social risks, including gender equality and access to education, the risk of creating barriers to the participation of some groups, public opposition, affordability issues, discriminatory reasons, evictions, etc.* • *Environmental risks, including climate change and biodiversity loss, air pollution, and environmental injustice towards minority/vulnerable groups. This section must indicate the applicable environmental and social standards and safeguards that will be applied.* • *Implementation risks, including (i) Planning risks (e.g. the implementation of the Project fails to adhere to the terms of the planning permission or the detailed planning cannot be obtained, or if obtained, can only be implemented at higher costs than initially budgeted; (ii) Technical/design risks (e.g. the quality of the project designs/site investigations is likely to impact on the likelihood of unforeseen problems occurring; the use of non-optimal/obsolete technologies leads to substandard services, etc.); (iii) Procurement risks (e.g. delay in procurement procedures, possible re-tendering, appeals, contractual disputes, etc.); and, (iv) Construction risks (e.g. site unavailability, the construction of physical assets is not completed on time, budget and specification, etc.); v) Risks related to project outputs not leading to intended outcomes and impact.* • *Operation risks: The risk that operating costs vary from the budget, performance standards slip, or services cannot be provided; the demand for a service does not match levels planned, projected or assumed levels; etc.* • *Human rights risks*

	• *Other risks: Risks that do not fit in the above classification should be described in this subsection (e.g. force majeure, adverse publicity on the construction or operation of the new infrastructure, etc.)* *(Indicative max 500 words)*

Type of risk	Description	Risk likelihood	Risk impact	Mitigation measure(s)
Political		[select likelihood]	[select impact]	
Economic		[select likelihood]	[select impact]	
Financial		[select likelihood]	[select impact]	
Social		[select likelihood]	[select impact]	
Environmental		[select likelihood]	[select impact]	
Implementation		[select likelihood]	[select impact]	
Operation		[select likelihood]	[select impact]	
Human rights		[select likelihood]	[select impact]	
Other		[select likelihood]	[select impact]	

27	**Addressing climate mitigation and adaptation**	*This section is not required for TA applications for pre-feasibility study, feasibility study and ESIA [in this case, please add "not applicable"]* *For advanced stage projects, please complete this section in cooperation with the LFI; the LFI assesses climate finance contributions (mitigation and adaptation). Address the Project's potential contribution to GHG emissions reduction and/or climate adaptation, climate risk assessments conducted, and considerations and measures to improve the Project's resilience to current and future climate risks. Elaborate on the Project's alignment with the Paris Agreement and the Beneficiary's Nationally Determined Contribution (NDC). Include project-specific climate markers (primary/secondary dimension, reduced emissions /carbon footprint).* *Describe the climate finance components of the Project (if any) for adaptation and/or mitigation. The Rio Markers methodology should be used to determine whether climate change is the principal objective, one of the objectives (significant), or not an objective of the Project. Please consult the OECD guidelines for identifying the Rio markers.[3] Based on its methodology, the LFI may propose a specific percentage of the project budget as a climate change contribution.* *The information in this section must be adapted to the sector and the Project's maturity (e.g., pre-feasibility, feasibility study, detailed design, supervision of works, etc.).*

Rio Markers	***Mitigation***		***Adaptation***	
	Project (€m)	**WBIF co-financing grant**	***Project* (€m)**	**WBIF co-financing grant**
RM0 (no objectives)		□		□
RM1 (significant objective)		□		□
RM2 (the principal objective)		□		□

[3] A list of examples, by sector, is available in the Handbook on the OECD-DAC Climate Markers.

DESCRIPTION OF THE ACTION

28	**Scope of work and results for TA grant activities (the Action)**	
28.1	**Summary of the scope of work and results for TA grant activities (the Action)**	*Provide a brief description of the TA activities foreseen to be financed by the WBIF grant request and the deliverables. Summarise the content of the deliverables and describe their purpose. Describe the existing project documentation that provides the starting point for the foreseen TA activities, and to what extent the findings in these documents can be followed or need to be revisited.* *Please note the following:* • *The justification of the Action's necessity must closely relate to fulfilling the eligibility criteria. Technical review, check and verification of project design(s) as per national legislation and/or other activities specific to urban planning and/or land ownership (e.g. preparation of Urban Plan(s), documentation for land expropriation, etc.) are not eligible. These fall under the Beneficiary's responsibility as part of its due diligence and project management controls.* • *All activities financed by the grant request must be adequately budgeted and justified in section 29.* • *Grants may be used exclusively for the Project and the activities for which they are approved.* • *If relevant, provide for an option analysis to develop the infrastructure through a Public-Private Partnership. This requirement does not apply to applications for investments at advanced stages of preparation; in such cases, a justification for not conducting an option analysis must be provided.* *[This section will be relevant for the determination if, according to Annex V (now called Annex IV in the current version) of the Vademecum, approved by the WBIF Steering Committee by written procedure WBIFWP: 010_27/06/17, a future change in scope will be considered "minor" (and should only be reported by IFIs via the AIR) or "substantial" (requiring an Operational Board opinion, either in a Operational Board meeting or via Written Procedure).]*
28.2	**Detailed scope of work and results for TA grant activities (the Action)**	*Provide the following information developed at the ToR level with sufficient detail to efficiently monitor the implementation of the activities by the TA-implementation consultant and to have all elements defined to review and approve the quality and timely provision of the (draft) deliverables:* • *Describe the objective, purpose and expected results of the activities;* • *Describe critical risks that should be considered in implementing the activities;* • *Provide a detailed and precise description of the scope of work of the TA activities financed by the WBIF grant request, list all the deliverables of the activities and summarise their contents;* • *Specify standards, norms, regulations and guidelines applicable to the activities financed by the grant request. Include the requirements of national laws, the EU, and Financial Institutions. Briefly describe the differences between the national standards, legal provisions and the EU/IFIs rules.* • *Define the required surveys with a cost estimate for the*

		incidental budget; • *Present the core team, matching required expertise with the activities financed by the grant and, in case of a fee-based TA contract, the indicative number of working days for carrying out the activities;* • *Define the reporting procedures and requirements, including the review and approval process, especially regarding the national requirements.* • *Elaborate on the PPP option analysis, provide cornerstones, opportunities and limitations of a potential PPP approach.* *[This section will be included in the ToR for the TA assignment; please ensure the information provided is exhaustive and complete.* *Changes/amendments to the scope of work presented in this section can be made without the need for an Operational Board opinion, provided these are within the boundaries of the scope of work as set out in subsection 28.1.]*

29	**WBIF grant amount calculation and justification** *List the activities and their corresponding amounts that the WBIF grant will fund. Provide detailed information on the assumptions made in calculating the WBIF grant to ensure that all the activities are feasible in terms of scope, timing, and cost-effectiveness (human and material resources employed).* *All costs must be duly detailed, eligible and appropriate for the Action. All cost estimates should be based on those of similar projects (financed by IFI loan(s) or donor grants). Specify indicative working days used in calculations.* *It is essential to list the types of activities to be funded by the WBIF grant, listing the cost categories and their corresponding amounts. For technical assistance, this should include a breakdown of planned activities and corresponding costs. All the costs considered in calculating the WBIF grant should be duly detailed, eligible and appropriate for the Action.* *Demonstrate that own funding sources are correctly allocated and secured to cover all non-eligible costs required for the timely completion of the technical documentation (e.g. planning/design (permits) fees, costs of technical design review and approval (for example, the state revision committee(s), etc.)).* *In justifying the grant amount, please also consider the Beneficiary's macroeconomic situation, the Project's economic and financial viability, the WBIF grant's additionality, the envisaged impacts, affordability concerns, and the impact on tariffs (e.g. for revenue-generating projects financed by user charges).* *[This section will be relevant for the determination if, according to Annex V (now called Annex IV in the current version) of the Vademecum, approved by the WBIF Steering Committee by written procedure WBIFWP: 010_27/06/17, a future change in scope will be considered "minor" (and should only be reported by IFIs via the AIR) or "substantial" (requiring an Operational Board opinion, either in a Operational Board meeting or via Written Procedure).]*	
	Type of activity/cost categories	**Grant amount requested [€]**
	Pre-feasibility Study	
	Feasibility Study including Cost-Benefit Analysis	
	Environmental and Social Impact Assessment Study	
	Preliminary Design	
	Detailed Design	
	Preparation of tender dossiers	
	Project management assistance (support to PIU)	
	Contingencies	

	Other	
	Grant without fees	*[SUM (1:10) filled in automatically in MIS]*
	Implementation fee	*[filled in automatically in MIS]*
	Total WBIF grant amount	*[filled in automatically in MIS]*
	[Justification of the grant amount]	

30	**Additionality of WBIF grant** *This section addresses the additionality of the WBIF TA grant, i.e., what it will achieve in terms of benefits or positive results beyond what would be achieved without the grant. Grant funding is justified only when significant additionality is shown to the financing itself.* *Please complete this section in close cooperation with the LFI.* *For early-stage projects (pre-feasibility study, feasibility study), this section can be kept brief.* *For advanced stage projects, identify the categories of additionality applicable to the WBIF TA grant. Some types of additionalities are quantifiable, and applicants should make every effort to quantify the grant's additionality wherever possible. Others may not be quantifiable and should be addressed qualitatively. Evidence should be provided to support claims of additionality as far as possible.* *Include also elements that will lead to additional benefits related to cross-cutting aspects, such as the environment, gender equality and equal opportunities, the needs of people with disabilities, the rights of minorities and vulnerable groups, innovation and best practices, etc.*	
	Economic and financial	*What are the economic benefits of the proposed WBIF TA grant? Why is the proposed grant funding necessary for the Project? What are the financial benefits of the WBIF TA grant to the Project? How will this impact the end beneficiaries?*
	Project scale	*How will the WBIF TA grant increase the scale of the Project? Will it broaden the Project's results, or will it extend its benefits to more people? For example, would the WBIF TA grant support more comprehensive studies covering a broader scale than would be possible if the studies were financed from (limited) other sources?*
	Project timing	*In what way does the WBIF TA grant positively affect the timing of the (planning of the) Project?*
	Project quality and standards	*How will the WBIF TA grant improve the quality of the expected outcomes of the Project? How will the WBIF TA grant improve the Project's chances of success? How will the WBIF TA grant enable the promotion of higher standards, including social and environmental and more substantial social or global public good returns than would otherwise be possible? Does the WBIF TA grant contribute to better address gender equality and equal opportunities, the needs of people with disabilities, and the rights of minorities and/or vulnerable groups?*
	Innovation	*What innovative aspects could not be generated by or within the target environment of the Project without the WBIF TA grant support? Why is the proposed innovation important?*
	Sustainability	*Does the WBIF TA grant help support further or parallel activities to ensure that benefits continue beyond the life of the Project? For example, does the WBIF TA grant contribute to structural reforms or support legislative, regulatory, and policy changes? Does the WBIF TA grant enable demonstration effects to other participants in the marketplace?*
	Other benefits	*Other benefits/positive externalities that the supported Project may realise (or negative externalities avoided) and would not happen without the WBIF TA grant. Are there any significant benefits outside the main/primary objectives of the loan operation that the WBIF TA grant brings?*

31	**Indicative calendar of the Action** *This section should be completed in cooperation with the LFI.* *Summarise the key milestones of the Action in the form of the year and month of the year during which the milestone is expected to be reached, e.g. 06/2026. The milestones listed in the table in subsection 31.1 are mandatory. Additional milestones specific to the Action can be added without limitations in MIS.* *Ensure that the planned activities of the Action are realistically implementable within the foreseen period, logically sequenced, and each activity is designed to be implemented within a suitable period.*		
31.1	**Indicative calendar of the Action**	**Expected start date [MM/YYYY]**	**Expected completion date [MM/YYYY]**
	TA grant signature		
	Implementation of TA activities		

31.2 Detailed planning of TA activities

Indicative calendar of the Action	Expected start date [MM/YYYY]	Expected completion date [MM/YYYY]

[This section will be included in the ToR for the TA assignment; please ensure the information provided is exhaustive and complete.]

32	**Monitoring**	The Beneficiary and the IFI will monitor the Action efficiently, overseeing, with appropriate detail and frequency, all relevant implementation elements, including quality, time (progress), and the use of resources (budget, working days of experts, incidental costs). The Beneficiary and the IFI will ensure that throughout the Action, the use of resources is balanced with the progress and quality of the activities and deliverables. Monitoring will be done in line with the requirements in the ToR concerning the organisation set-up, reporting, meetings, and review and approval procedures, as well as all applicable requirements of the EWBJF General Conditions and the IPF conditions of the contract. *[Describe the organisational set-up that will be put in place by the beneficiary and LFI to ensure the proper monitoring of the Project. A monitoring and coordination structure should be in place to properly monitor progress in the implementation of the project (e.g. Project Steering Committee). This structure should include all relevant stakeholders, including the beneficiary entity, the Lead IFI, the Delegation/Office of the EU, etc., and should convene regularly at least twice a year, as well as on an ad-hoc basis whenever significant issues arise.]*

33	**Visibility**	The Action shall comply with the mandatory visibility requirements for acknowledging WBIF and EU support. To that end, the implementing partners shall act in accordance with the **WBIF Communication and Visibility Guidelines**. Implementing partners shall keep the European Commission and the relevant EU Delegation(s)/Office informed, in advance, of the planning and implementation of any specific visibility and communication activities. *[The Action must comply with the mandatory visibility requirements for acknowledging WBIF and EU support, as set out in the **WBIF Communication and Visibility Guidelines**, available at https://wbif.eu/storage/app/media/Library/cv-guidelines-2026-to-2027.pdf.* *Costs related to ensuring WBIF and EU visibility are eligible and should be included in the budget under the relevant activity to which they relate.* *In line with the WBIF Communication and Visibility Guidelines, implementing partners shall ensure that the European Commission is informed regularly and sufficiently in advance of any planned communication activity directly related to the project, particularly those concerning key implementation milestones.* *Where requested by the WBIF and/or the EU, recipients of WBIF funding shall support WBIF and EU communication activities, for example, by providing content or facilitating access to the project for campaigns or media actions managed by the WBIF and/or the EU.* *Further details on the roles and responsibilities of each stakeholder, as well as on the process for coordinating communication activities, are provided in the WBIF Communication and Visibility Guidelines.* *A checklist designed to help WBIF stakeholders verify compliance with all visibility requirements, in the form of a self-assessment tool, is provided in **Annex 2** to these Guidelines.]*

34 Contacts

Provide contact details for the LFI, representative of the Beneficiary's authority, reference person in the EU Delegation/Office, co-financier(s), private partner (if applicable), considering any restrictions imposed by banking regulations, confidentiality and compliance issues, etc.

The drafters of this section (provision of personal data below) confirm that the below-listed individuals are aware of the European Commission's data protection rules, and have seen and are aware of the applicable privacy statement available at this link (https://ec.europa.eu/dpo-register/ detail/DPR-EC-02847.2)

Institution	Contact person	Function	Phone	Email
Lead Financial Institution				
Beneficiary authority				
EU Delegation/Office				
Co-financier(s)				
Private partner(s)				

35	**Date of submission by the NIPAC**	*This section is filled in automatically in MIS.*	**NIPAC Details**	*This section is filled in automatically in MIS.*

Annex 1: Key requirements checklist for TA 36 applications

Ensure this annex is as complete as possible.

Main requirements:		**Yes**	**No**
1.	Operations covered by the WBIF benefit one of the following Beneficiaries: Albania, Bosnia and Herzegovina, Kosovo, Montenegro, North Macedonia, and Serbia.		
2.	The project belongs to one of the WBIF intervention areas: Sustainable transport | Clean energy | Environment and climate | Digital future | Human capital development.		
3.	The application form is submitted by the NIPAC and is endorsed by all relevant stakeholders.		
4.	The project is listed in the SPP.		
5.	All the elements of the project activities funded by the WBIF contribution are, in principle, eligible for financing.		
6.	The confirmation letter from the Ministry of Finance and the NIPAC is included.		
7.	The project is consistent with the Economic and Investment Plan for the Western Balkans, the Green Agenda for the Western Balkans, the Growth Plan for the Western Balkans, the Reform and Growth Facility, the EU Pre-Accession Strategy, core directives, relevant sector policies and strategies, and national investment plans.		
8.	The activities of the project do not duplicate or overlap with other operations.		
9.	The Lead Financial Institution supports this application and has been consulted in preparing the application form.		
10.	The WBIF contribution, along with its calculation and justification, is clearly explained.		
11.	The information provided in each section of the application form is consistent and coherent throughout.		
12.	All sections of the application form are filled out with the information requested.		
13.	All relevant stakeholders have been consulted when preparing the application form.		
14.	The description of the institutional framework demonstrates the beneficiary's capacity to define the investment and implement the project.		
15.	The values of the result indicators reflect the Action's expected outputs and outcomes.		
16.	The risks associated with the project have been defined, and appropriate mitigation measures have been identified.		
17.	A monitoring and coordination structure will be in place to properly monitor progress in the implementation of the Project and Action; this structure will include all relevant stakeholders, including the beneficiary entity, the Lead IFI, the Delegation/Office of the EU, etc., and will convene regularly.		
18.	Indicative project and action calendars have been proposed, and the Lead Financial Institution has been consulted in their preparation.		
19.	The Lead Financial Institution has been consulted on the project's contribution to climate change mitigation/adaptation and resilience.		

Annex 2: TA Result Framework Template

Please delete this box after filling in the section below.

The Result Framework constitutes the basis for monitoring and reporting on the Action.

This completed Result Framework (e.g. including baselines/targets) must be presented as "Annex 1 – Result Framework" to the application form. It must be uploaded under the heading "Upload documents" to MIS when the application form is submitted:



- In line with OECD/DAC terminology, the term 'results' is understood to cover Outputs, Outcomes (Specific Objectives) and Impact(s) (Overall Objective(s)). For technical assistance (TA) applications, the results are limited to Outputs and Outcomes of the Action funded by the TA grant request.
- How to develop the Results chain column:

The Indicative Result Framework should contain relevant Outputs and Outcomes of the activities funded by the TA grant (e.g. pre-feasibility study, feasibility study, ESIA, designs, etc.). The Outputs and Outcomes depend on the scope of the Action (TA activities funded by the grant request) and must be defined by the applicant.	
Outcome(s)	Definition: An Outcome is a short to medium-term change in the behaviour of the target groups and/or effects on the political, social, economic and/or environmental areas targeted by the WBIF Action – the Action will contribute to change at this level (it is under its influence but not direct control).
	How many? There can be both short- and medium-term outcomes. Please limit the number of Outcome(s) to 2-3 at most.
	Please use past participle for the formulation (enhanced, increased, improved, adopted…). Please avoid using causal links ('by', 'in order to'…).
Outputs	Definition: Outputs are direct deliverables or benefits of TA activities – under the direct control of the Action.
	Please use the past participle in the formulation (strengthened, increased, improved…).
	Outputs are NOT activities.

- How to draft Indicators:
  - **Please use indicators that are most relevant and pertinent.**
  - Please include at least one indicator for each result. Indicators should be formulated to measure progress towards the relevant result.
  - Indicators should be numbered so that they can be linked to the results they measure (see example in the Result Framework below).
  - Indicators must start with a unit of measure, either quantitative ('number of professionals/staff trained', 'percentage of', 'index') or qualitative ('status of', 'level of', 'extent to which'). Formulation of the indicators must be neutral, i.e. not include elements of the target such as 'increase', 'improvement', or 'better'.
  - Please disaggregate by sex, age and disability status when referring to and counting individuals, by urban/rural location, or any other relevant disaggregation reflecting the mainstreaming issues when relevant and possible.

- Each indicator must have one reliable and accessible source of data. In some cases, more than one data source per indicator may be needed.
- Baselines and targets are mandatory and must always be included.
- Avoid repeating indicators for different results.
- Please ensure that indicators relevant to the Action are used.

➢ External assumptions
- Assumptions are external necessary and positive conditions – not under intervention management or entity control – that must hold for the result chain to be valid. They should be formulated based on the context and risk analyses.

Results	**Results chain: Main expected results**	**Indicators [At least one indicator per expected result]**	**Unit of measure**	**Baselines (values and years)**	**Current values (Applicable at reporting stage)**	**Targets (values and years)**	**Sources of data**	**Assumptions**
Outcome 1	1 (past tense)	1.1 1.2	1.1 1.2	1.1 1.2	1.1 1.2	1.1 1.2	1.1 1.2	
Outcome 2	2 (past tense)	2.1 2.2	2.1 2.2	2.1 2.2	2.1 2.1	2.1 2.2	2.1 2.2	
	…							
Output 1 related to Outcome 1	1.1 (past tense)	1.1.1 1.1.2	1.1.1 1.1.2	1.1.1 1.1.2	1.1.1 1.1.2	1.1.1 1.1.2	1.1.1 1.1.2	
Output 2 related to Outcome 1 [and 2, 3… if applicable]	1.2 (past tense)	1.2.1 1.2.2	1.2.1 1.2.2	1.2.1 1.2.2	1.2.1 1.2.2	1.2.1 1.2.2	1.2.1 1.2.2	
Output 1 related to Outcome 2	2.1 (past tense)	2.1.1 2.1.2	2.1.1 2.1.2	2.1.1 2.1.2	2.1.1 2.1.2	2.1.1 2.1.2	2.1.1 2.1.2	
Output 2 related to Outcome 2	2.2 (past tense)	2.2.1 2.2.2	2.2.1 2.2.2	2.2.1 2.2.2	2.2.1 2.2.2	2.2.1 2.2.2	2.2.1 2.2.2	
	…							

Annex 2: WBIF communication & visibility compliance checklist (self-assessment)

The checklist is designed to help WBIF stakeholders double-check that they are meeting all visibility requirements. It is not designed as a mandatory reporting tool but as a self-assessment tool.

A. General obligations

☐ Visibility requirements for EU-funded projects are met in accordance with the WBIF Communication and Visibility Guidelines (full WBIF logo set).
☐ EU contribution to the Action is clearly acknowledged in all communication and visibility outputs.
☐ Visibility costs are included in the project budget where required by the WBIF Guidelines.

B. Logos and visual identity

☐ The WBIF logo set (EU emblem, funding statement, and WBIF logo) is used in its entirety.
☐ The EU emblem is not modified, distorted, recoloured, or separated from the funding statement.
☐ The WBIF logo set is at least the same size as partner logos and is prominently positioned.

C. Mandatory branding by output type

Output type	Requirements	Done
Construction board/billboard/display panel	Includes WBIF logo set, key project information (title, beneficiary, donor role).	
	Installed at project start and maintained until six months after completion, at access routes.	
Commemorative plaque (permanent infrastructure)	Includes WBIF logo set.	
	Installed at the most visible location for all permanent structures (e.g. buildings, roads, bridges).	
Event (launches, inaugurations, workshops, site visits)	WBIF Secretariat is informed at least 4 weeks in advance of the event.	
	Branded materials are prepared with the WBIF logo set (at least one of the following): roll-up, backdrop/banner, or lectern/podium branding.	
	EU/WBIF support is referenced in the opening remarks, event agenda, and press materials.	
Press release	Includes WBIF logo set.	
	EU/WBIF support is referenced in the text.	
Publication (reports, factsheets, newsletters)	Includes WBIF logo set.	
	Includes standard EU disclaimer[4].	
Digital asset (webpages, social media, presentations)	Includes WBIF logo set on relevant pages or visuals.	
	EU/WBIF support is clearly stated in accompanying text or captions.	
	Presentations include the WBIF logo set on the title and closing slides.	
Video and audio-visual product	Includes the WBIF logo set in intro and outro.	
	Includes standard EU disclaimer[4]	

[4] The standard EU disclaimer is used verbatim: *"This publication/video/website was co-funded by the European Union. Its contents are the sole responsibility of [name of implementing partner] and do not necessarily reflect the views of the European Union."*

Annex 3: Screening and assessment grid for TA Round 36

Disclaimer: The screening and assessment grid shown below is for informational purposes only and may be subject to amendments and updates.

Phase 1 sections are marked in green underlay; Phase 2 sections are marked in blue underlay / ToR relevant sections in both Phases 1 and 2 are marked in red.

1	**Blending facility**	WBIF	**2**	**Grant code**	*[This section is filled in automatically in MIS.]*
3	**WBIF approval date**	*[This section is filled in automatically in MIS.]*	**4**	**Flagship**	*[This section is filled in automatically in MIS.]*
5	**WBIF intervention area**	*[This section is filled in automatically in MIS.]*	**6**	**CRS code**	*[This section is filled in automatically in MIS.]*
7	**Beneficiary(ies)**	*[This section is filled in automatically in MIS.]*			
8	**Project name**	*[This section is filled in automatically in MIS.]*	**9**	**Project code**	*[This section is filled in automatically in MIS.]*
10	**Action/Grant application name**	*[This section is filled in automatically in MIS.]*			
Summary of Recommendation Screening – Phase 1 *[to be filled by all screeners/assessors]*		*[Select Yes or No] for advancing the application into Phase 2*	**Yes** ☐	**No** ☐	
			[If yes, please list the conditions for advancing the application into Phase 2]		
Summary of Recommendation Assessment – Phase 2 *[to be filled by all screeners/assessors]*		Recommendation of submission to the OB *[Select Yes or No]*	**Yes** ☐	**No** ☐	
		Conditionality for the approval of the Project	*[Please list the conditions that should be met before submitting the project to the WBIF Operational Board.]*		
General Comments Screening – Phase 1 *[Please assess the aspects pertinent to your role.]*		*[Please list the main conclusions, covering the key aspects of the application:* • *The information presented for Phase 1 must be relevant, brief, clear and concise, and should allow a good understanding of the Project and the Action foreseen to be financed from the Grant.* • *The Project status must be clear, and the Project must be mature for the action foreseen to be financed from the Grant.* • *There should be commitment from the IFI; the status of the loan must be clear.* • *The application must be coherent with WBIF investment priorities, the Economic and Investment Plan for the Western Balkans, the Growth Plan for the Western Balkans, the Reform and Growth Facility, and other relevant EU policies/principles.* • *The Project budget and Grant calculation must be clear and detailed.* • *Overall conclusion and outstanding issues, i.e. clarifications, required corrections and improvements to the information presented for Phase 1.]*			
General Comments – Screening Phase 2 *[Please assess the aspects pertinent to your role.]*		*[Please list the main conclusions, covering the key aspects of the application:* • *The screening comments for the information presented during Phase 1 must have been properly addressed.* • *The information presented for Phase 2 must be relevant, brief, clear and concise, and should allow a good understanding of the Project and the Action foreseen to be financed from the Grant.*			

	• *The Project budget and Grant calculation must be clear and detailed.* • *The institutional framework must be appropriate for the implementation of the Project.* • *Project sustainability, results and risks should be properly defined.* • *Overall conclusion and outstanding issues, i.e. required clarifications, corrections and improvements to the information presented for Phase 1 and Phase 2.]*

Part 2

Section in the application form		**Screening / Assessment Organisation**					
		DG ENEST (incl. geographical teams)	**EUD**	**Line DGs**	**International / regional organisations**	**Lead IFI**	**IFICO IPF**
		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
1 – 18	**Identity of the Project (ToR inputs: sections 2, 7, 10, 11, 14, 16, 17, 18)** • Is the information provided in each section consistent and in coherence with the information filled in the other sections of the grant application form? • Are all the sections of the grant application form completed with the information requested therein?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[These sections are optional for Line DGs and international/regional organisations.]*					
19	**Description of the Project (ToR input)** • Is all the information required in the subsections (19.1, 19.2, 19.3, 19.4 and 19.5) concisely and coherently presented? • Is the description focused on the Project, not the Action for which WBIF grant funding is requested? (Information on the Action must be provided in section 28). • Are all main (direct and indirect) beneficiaries identified and described (i.e. those who will benefit from the Project's implementation)? • Have official sources of information been used and quoted to justify critical problems/primary deficiencies? (see subsection 19.5).	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
19.1	**Background and context of the Project**	☐ **Yes** ☐ **No** ☐ **Partially**					

Section in the application form		Screening / Assessment Organisation					
		DG ENEST (incl. geographical teams)	**EUD**	**Line DGs**	**International / regional organisations**	**Lead IFI**	**IFICO IPF**
		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
	(ToR input) • Is the description concise and clear to allow a good understanding of the context of the Project? • Is there a clear ownership/support of the Project from national/regional authorities? • Are the objectives measurable? Will it be possible to measure their achievement at the end of the Project? • Is there any synergy with existing complementary operations?	*[comments]*					
19.2	**Needs/demand analysis (ToR input)** • Is the need to carry out the Project well defined and justified? • What evidence is there of real demand for the Project? • Are the objectives specific enough, and do they cover the needs to be satisfied/fulfilled? • Have the beneficiaries of the Project been properly identified, described and quantified? • Has a summary of the demand analysis, including the predicted demand growth rate, in line with the results of the Cost-Benefit Analysis (if available), been provided? • To what extent is the Project expected to provide a significant and sustainable contribution to solving the targeted problem? Is the issue focused enough?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
19.3	**Project map (ToR input)** • Has a map been included that clearly shows the project area and its context to allow an understanding of the location of the various facilities of the Project? • Is the map in English, easy to read, of high-quality (preferably in colour), and has a clear caption?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
19.4	**Description of the Project (ToR input)**	☐ **Yes** ☐ **No** ☐ **Partially**					

Section in the application form		Screening / Assessment Organisation					
		DG ENEST (incl. geographical teams)	**EUD**	**Line DGs**	**International / regional organisations**	**Lead IFI**	**IFICO IPF**
		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
	• Is the description structured, concise and focused on crucial aspects? • In case the Project has several phases or components, have the phases/components already been completed or are under implementation, and the subsequent phases/components have been chronologically explained? • Is the requested support appropriate at this stage, and can the sequencing be justified at the time of this application? • Are the location, main technical parameters, dimensions and capacity of the foreseen infrastructure defined?	*[comments]*					
19.5	**Reference documents (ToR input)** • Has a list of all documents used in drafting section 19 (e.g. studies, statistics, strategies, action plan, etc.) been included? • Have the documents' title, author, issue date, and URL if available online been specified?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
20	**Indicative project status and planning** • 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?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
21	**Coherence with the EIP, Growth**	☐ **Yes** ☐ **No** ☐ **Partially**					

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		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
	Plan/RGF, EU policies, and adopted national/sectoral/regional strategies (ToR input) • Is the Project coherent with the WBIF strategic orientations and intervention areas, the priorities and/or flagships of the Economic and Investment Plan for the Western Balkans, the Growth Plan for the Western Balkans and the Reform and Growth Facility, and EU policies/priorities? • Is the Project coherent with the IPA III key priorities? • 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? • Is there compliance with social standards, including the promotion of gender equality, non-discrimination and equal opportunity? • Are there similar planned or ongoing projects in the country/sector? If so, are the coordination mechanisms to be used explained?	*[comments]*					
21.1	**Alignment with the Economic and Investment Plan for the Western Balkans (ToR input)** • Is it explained how the Project addresses the policy objectives and investment flagships of the Economic and Investment Plan for the Western Balkans and the compliance with the WBIF intervention areas, to justify the WBIF TA support?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
21.2	**Alignment with the Growth Plan and**	☐ **Yes** ☐ **No** ☐ **Partially**					

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	the Reform and Growth Facility for the Western Balkans (ToR input) • Is the Project included in the indicative list of priority investments under the RGF? • In case the Project is not included in the indicative list of priority investments under the RGF, has a justification for how the Project addresses the Growth Plan and the Reform and Growth Facility for the Western Balkans been provided? • In case the RGF does not cover the Project, has the eligibility of the Project under the WBIF intervention areas been demonstrated?	*[comments]*					
21.3	**Alignment with Green Agenda objectives (ToR input)** • Have the Green Agenda pillars, with which the Project is aligned, been indicated? • Has a brief justification on how the Project addresses the applicable Green Agenda pillar(s) been provided? • In case the Project is not aligned with any Green Agenda pillars, has a brief justification for WBIF support been included?	☐ **Yes** ☐ **No** ☐ **Partially**					
		[comments]					
21.4	**Compliance with adopted national/sectoral/regional strategies (ToR input)** • Have the adopted national/sectoral/regional strategies to which the Project is compliant been listed? • Has the Project's position in the Single Project Pipeline (SPP) been indicated? • Has the coordination and complementarity with other related projects financed by WBIF, national IPA, or other donors/ financiers been presented?	☐ **Yes** ☐ **No** ☐ **Partially**					
		[comments]					

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		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
	• Has the Project's priority from the point of view of national and regional institutions (e.g., the Transport Community, the Energy Community, and similar bodies) been indicated?						
22	**Consultations before submission** • How were the LFI and the EU Delegation involved in the project preparation? • What consultations were conducted with national authorities (NIC or similar body), international and/or regional organisations and other stakeholders? • Was the underlying investment Project endorsed by the Ministry of Finance?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for Line DGs.]*					
23	**Institutional framework of the Project**						
23.1	**Description of entities involved** • Has the list of entities involved in the implementation of the Project been included in the section? The Beneficiary(ies) authority(ies) (responsible Ministry(ies) and specific department(s)) should be nominated. • Has the beneficiary that is foreseen to obtain the construction permit(s) for the Project been nominated? • Has the implementing agency (or equivalent) been nominated? • Has the Project Management Unit (PMU)/Project Implementation Unit (PIU) or equivalent been nominated? • In case of involvement of a privately-owned company, has the contractual structure (e.g. concession, private-public partnerships) been defined and explained?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for Line DGs.]*					
23.2	**Organisational set-up (ToR input)** • Are the organisational set-up, the implementation scheme and the financial structure clear?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					

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		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
	• Does the proposed core team of the Beneficiary have adequate experience for managing the Project? • Are the management structures and procedures clear, transparent and fair? • Are the management structures appropriate to the Project's size, duration and needs? • Are the roles of the institutions involved in the Project clearly defined? • Are the institutional aspects of the Project's implementation duly described? • Has a chart illustrating the institutional framework of the Project been included?	*[This section is optional for Line DGs.]*					
24	**Project budget and financing plan** • Are the indicative budget and the financing plan sufficiently detailed? • Are the costs included in the budget realistic and acceptable? Are any of the costs excessive? Are they justified in the application? • Does the project financing plan present the appropriate mix of funding and leverage between loans and grants? • Is the financing plan well described, including all the sources of funds identified?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[These sections are optional for Line DGs and international/regional organisations.]*					
25	**Project sustainability** • Has the project considered its environmental implications so that the negative impacts are either avoided or mitigated during its lifetime? • Is the economic and financial viability sufficiently substantiated and justified? • What measures are foreseen to achieve sustainability? • Has the Project incorporated mechanisms that guarantee equitable access to and distribution of the project benefits continuously?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					

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		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
26	**Risk assessment** • Are the mitigation measures for the identified risks sufficient? • Are there any additional risks that are not identified in the application? If so, please enumerate.	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
27	**Addressing climate mitigation and adaptation:** • Is the Project's contribution to climate change mitigation/adaptation clearly demonstrated? • Was the LFI involved in allocating the Rio Markers?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for Line DGs and international/regional organisations.]*					
28	**Scope of work and results for TA grant activities (the Action):**						
28.1	**Summary of the scope of work and results for TA grant activities (the Action)** • Is the Action properly justified and fulfilling the eligibility criteria? • Is the relevant information presented briefly and clearly, and does it allow a good understanding of the Action at the first reading? • Has the scope of work of the TA activities foreseen to be financed by the WBIF grant been precisely defined? • Are the deliverables of the Action, their purpose, and a summary of their content presented? • Are all activities foreseen to be financed by the WBIF grant consistently and adequately budgeted and justified in section 29?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
28.2	**Detailed scope of work and results for TA grant activities (the Action) (ToR input)** • Are the objective, purpose and expected results of the TA activities precisely described? • Have the deliverables, to be developed	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					

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	by the Action, been clearly defined, and have the summaries of their content been presented? • Are the critical risks associated with the implementation of the Action clearly described and the appropriate mitigation measures detailed? • Are the standards, norms, regulations and guidelines applicable to the activities presented in detail? • Are the requirements of the national laws, the EU and financial Institutions presented for all deliverables? • Is there a description of the differences between the national standards, legal provisions and the EU/IFIs requirements and how these will be addressed? • Are the required surveys clearly described, and the corresponding cost estimate accurately defined? • Are the reporting procedures and requirements presented, together with the review and approval process, especially regarding the national requirements? • Have the key experts and the required qualifications been presented, and are the indicative number of working days specified for the experts? • Are the costs of activities foreseen to be financed by the WBIF grant clearly justified and consistently budgeted in section 29, and in correlation with subsection 28.1? • Has a PPP option analysis been elaborated, and have the associated risks been analysed? • Have the main cornerstones, opportunities and limitations of a potential PPP approach been detailed? • If a PPP option analysis will/has not been elaborated, has an adequate						

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		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
	justification been provided?						
29	**WBIF grant amount calculation and justification** • Is the WBIF grant amount accurately defined? • Have the activities and their corresponding amounts been listed in coherence with section 28? • Is detailed information provided on the calculation of the WBIF grant (previous technical studies, standards of costs, similar projects, market costs, assumptions made from good practices in the sector) to demonstrate that the costs are realistic and justified?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for Line DGs and international/regional organisations.]*					
30	**Additionality of the WBIF grant** • Are the expected impact and results of the Project, and more specifically of the WBIF grant contribution, clearly defined for the types of additionalities identified in the application form? • Is it explained why the proposed WBIF grant funding is necessary for the Project? • Could the Project go ahead without the WBIF grant? • Is the positive impact of the WBIF grant relevant and well justified? • Is the impact on gender equality, equal opportunities and 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?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for international/regional organisations.]*					
31	**Indicative calendar of the Action**						
31.1	**Indicative calendar of the Action** • Are the planned activities associated with the Action realistically implementable within the foreseen	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					

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		[Please provide detailed comments, particularly where any aspects of the application form are unclear or have not been adequately addressed.]					
	period? • Are the main activities presented in their logical time sequence?	*[This section is optional for international/regional organisations.]*					
31.2	**Detailed planning of TA activities (ToR input)** • Are the activities sufficiently detailed to reflect the foreseen implementation of the Action? • Is the duration of the activities adapted to the complexity of the operations to be developed? • Is the sequencing of the activities realistic and logical? • Are the durations related to obtaining the administrative authorisations, the checking and approval of the technical documents included in the detailed planning?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for international/regional organisations.]*					
32	**Monitoring** • Is the monitoring clearly described and sufficient? • Will a monitoring and coordination structure be in place to properly monitor progress in the implementation of the Project and Action; does this structure include all relevant stakeholders (including the beneficiary entity, the lead IFI, the Delegation/Office of the EU, etc.) and will it convene regularly?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for Line DGs and international/regional organisations.]*					
33	**Visibility** • Do the visibility measures comply with the EU requirements, and do they provide sufficient and clear visibility?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]* *[This section is optional for Line DGs and international/regional organisations.]*					
Annex 1	**Key requirements checklist** • Is the information in this annex consistent with that provided in the application form?	☐ **Yes** ☐ **No** ☐ **Partially** *[comments]*					
Annex 2	**Result framework** • Are the indicators sufficiently reflecting the Action's expected outputs and	☐ **Yes** ☐ **No** ☐ **Partially**					

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	intended outcomes? • Are the expected results in line with the objectives of the Action? • Are the outputs and outcomes clearly defined, realistic (achievable) and quantified? • Are the indicators defined accurately (description, measurement, baseline, and target value)?	*[comments]*					

Screening conclusion
DG ENEST Programme Managers complete it based on comments provided by screening organisations, including clarifications, corrections, and/or improvements to the application form that need to be addressed during the assessment.

Review and acceptance by the European Commission of changes made to the application form during the assessment
European Commission's review and acceptance of changes made to the application form against the screening conclusion. DG ENEST Programme Managers fill it in based on the application form revised during the assessment and the LFI's assessment of the application.

Glossary

Action means a part of a project or a programme in relation to which an applicant applies for financing of a WBIF contribution for that action.

Application form is the prescribed document that applicants must complete to apply for a WBIF contribution to a project or programme.

Economic and Investment Plan for the Western Balkans (EIP) is a comprehensive plan adopted by the European Commission in 2020 that aims to spur the region's long-term economic recovery, support a green and digital transition, and foster regional integration and convergence with the European Union.

Growth Plan for the Western Balkans, adopted by the European Commission on November 8, 2023, aims to accelerate the region's socio-economic convergence with the EU. The plan is based on four pillars: enhancing economic integration with the EU's single market, boosting economic integration within the Western Balkans through the Common Regional Market, accelerating fundamental reforms, and increasing financial assistance to support these reforms through a new financing instrument, the **Reform and Growth Facility**.

Guidelines for the Implementation of the Green Agenda for the Western Balkans are guidelines presented by the European Commission in parallel with the EIP to support the region and were adopted at the Western Balkans Summit in Sofia in November 2020. It foresees actions around five pillars: (i) climate action, including decarbonisation, energy and mobility, (ii) circular economy, addressing in particular waste, recycling, sustainable production and efficient use of resources, (iii) biodiversity, aiming to protect and restore the natural wealth of the region, (iv) fighting air, water and soil pollution, and (v) sustainable food systems and rural areas.

Lead Financial Institution (LFI) means each WBIF Partner Financial Organisation approved as a "Lead Financial Institution" for an Action by the Operational Board, and thus eligible to implement Actions.

MIS refers to the management information system administered by the WBIF Secretariat, which serves as the platform for submitting application forms in response to WBIF calls for proposals.

National IPA Coordinator (NIPAC) represents the Beneficiaries in WBIF and is the main counterpart of the European Commission for the overall programming coordination, monitoring of implementation, evaluation and reporting of IPA assistance, including the coordination within the IPA beneficiary's administration and with other donors.

Operational Board: For blending operations, the Operational Board is the WBIF governance body responsible for selecting projects eligible for WBIF support. Its members are the European Commission, the EU Member States, the WBIF Partner Financial Organisations and Bilateral Donors.

Project: means an overall investment that an applicant proposes for financing under the WBIF in a call for proposals.

Programme means an overall investment programme comprising multiple activities and/or instruments proposed for WBIF financing.

WBIF Project Financiers' Group (PFG): means the group consisting of representatives of the European Commission, Partner Financial Organisations, and Bilateral Donors, and responsible for carrying out the screening and assessment of requests for the selection of actions that will benefit from financial support under the WBIF.

WBIF contribution means the amount requested by an applicant for financing an Action from WBIF resources.

WBIF intervention areas are overarching investment areas stemming from the EIP and supported by WBIF blending contributions and budgetary guarantees. They are defined in the WBIF Strategic Orientations 2021-2027 and the WBIF Rules of Procedure and comprise sustainable transport, clean energy, environment and climate, digital future, competitiveness of the private sector, and human capital development.