

ANNEX C6: Standard Twinning Administrative compliance and eligibility grid
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Because of the nature of Twinning, the Contracting Authority should as a general principle seek clarification from the Member State in case of doubt linked to the documentation provided.

Grid completed by _____ Date completed _____

FORMAL CRITERIA (to be checked before the selection meetings)

I. IDENTIFICATION DATA

Publication number	
Twinning Fiche title and number	
Financing decision title and number	
Applicant (Lead Member State)	
Applicant 2 (junior Member State, if applicable)	
Applicant 3 (junior Member State, if applicable)	
Beneficiary Administration	

II. ADMINISTRATIVE COMPLIANCE	Yes	No
1. The proposal is complete and in the correct format		
2. The proposal includes the CVs of PL, RTA and Component Leaders		
3. The full contact details for both the NCP and the lead Member State applicant are provided		
4. The proposal is sent from the email address of the NCP of the lead Member State		

III. ELIGIBILITY	Yes	No
1. The proposed PL, RTA and Component Leaders are eligible (nationality, formal years of experience) and meet the criteria		
2. The proposed project duration does not exceed the maximum allowed		
3. The Lead applicant body is a Member State administration or a registered mandated body		
4. The applicant 2 body is a Member State administration or a registered mandated body		
5. The applicant 3 body is a Member State administration or a registered mandated body ¹		

¹ If applicable, in case of even larger consortia, insert additional rows for assessment of more junior Member States.

IV. COMMENTS (Specify any missing information or documents) ²

Does the proposal fulfil the administrative and formal criteria? YES NO

² In case of incomplete information, further information and/or documents may be requested.