

Annex 2

Project Fiche template

The aim of the template is to gather the information about the new strategic project ideas of each TSG to be further developed into project proposal and submitted to relevant funding calls. The template and the evaluation list ensure the Audit trail. The template should be filled out by the stakeholder from the Adriatic-Ionian Region. The evaluation list must be filled out by TSG member (evaluator) in order to come up with their decision.

If necessary, a support for preparation can be provided within the scope of EUSAIR governance support projects by engaging external expert/s. In that case it is necessary to fill out Annex 5 External expert engagement form prior to the submission of this template.

1.1 Template for the development of the strategic project fiche *(filled in by applicant)*

Strategic project title	
Acronym	<i>If applicable in CAPITAL LETTERS</i>
Strategic project type	<i>Please select:</i> <input type="checkbox"/> <i>Mono-pillar</i> <input type="checkbox"/> <i>Cross-pillar</i>
ID number	<i>Implementation format code – Pillar/s abbreviation/s – MM/YYYY – ACRONYM (if applicable)</i> <i>e.g. for mono-pillar projects SP-P3-07/2025-BIO</i> <i>e.g. for cross-pillar projects SP-P1/P2E-07/2025-WATER</i> <i>Depending on the implementation format selected please follow the instruction for the ID number description.</i> <u><i>Implementation format codes:</i></u> <i>SP – Strategic project fiche</i> <u><i>Pillar abbreviations:</i></u> <i>Pillar 1 – P1</i> <i>Pillar 2 on Energy – P2E</i> <i>Pillar 2 on Transport – P2T</i> <i>Pillar 3 – P3</i> <i>Pillar 4 – P4</i> <i>Pillar 5 – P5</i>
Origin of the idea	<i>Please list the name and the contact of:</i> <ol style="list-style-type: none"> <i>1. the person(s) (TSG member, associate, stakeholder etc.)/organization(s) who suggested the concept</i> <i>2. or published it on the Stakeholder platform (if applicable)</i>
Please indicate at which TSG meeting the strategic project idea (fiche) was presented and/or discussed (if applicable)	

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Tentative project partners and/or relevant stakeholders	<i>Please list any confirmed or relevant partners (lead/project partners), or stakeholder groups that could contribute to the development and implementation of the project once funding is available (e.g. different sectors, public administration, research institution, business sector, NGOs, other)</i>
Rationale (background information)	<i>Please describe the well-substantiated needs and challenges expressed by countries, regions and stakeholders or the European Commission services' strategic project idea addresses. Justify its relevance for the Pillar(s) and macroregion (up to 4000 characters)</i>
Compliance with the Guiding Principles/Priorities of the respective Pillar/s	<i>Describe the compliance of the suggested idea with the Guiding Principles/Priorities (flagships) of the respective Pillar or multiple Pillars in case of cross-pillar projects (up to 4000 characters)</i>
Related EUSAIR Action Plan topic(s) and action(s) compliance	<i>Please indicate to which topic/s and action/s within EUSAIR Action Plan does the project idea contribute to and shortly describe (up to 3000 characters)</i>
Relevant framework	<i>Describe the relevant legislative framework and existing references, initiatives (projects, networks, etc.) that the idea is built upon (up to 4000 characters)</i>
General objective (1)	<i>General objective should be broad and take into account overarching goals relevant to the Pillar/s priorities (flagships).</i>
Specific objectives (up to 5)	<i>Please note that the objectives should be SMART (specific, measurable, achievable, relevant and time-bound)</i>
Describe the tentative workplan	<i>Please describe the tentative workplan through at least 2 technical work packages (excluding project management and communication). Within each work package please describe relevant activities that contribute to the achievement of specific objectives. Please note they should be interconnected, logical and feasible. Pay attention to cross-cutting aspects (e.g. digital transition, R&I, capacity building, climate change, inclusivity, etc.). (up to 6000 characters)</i>
Expected results/outcomes (at least 5)	<i>List all expected qualitative and quantitative (if applicable) results if project idea is implemented. Please note they should be realistic and credible.</i>
Sustainability and transferability of the results	<i>Demonstrate a sustainability dimension of the project idea and potential transferability of the result across the macroregion (up to 2000 characters)</i>
Macroregional (transnational) impact	<i>Demonstrate a transnational, if not macroregional impact (up to 4000 characters)</i>
Additional Information	<i>Please add any other information you consider relevant</i>

The project fiche to be further developed should reach the threshold of at least 68 points out of maximum 90 (75% threshold)!

Filled in Annex 2 should be submitted via e-mail to the one of the following addresses, depending on the topic addressed:

- TSG1:
- TSG2:
- TSG3:
- TSG4:
- TSG5:

1.2 Evaluation list *(filled in by TSG member)*

Evaluation criteria	Guiding questions	Scoring guidance	Score:	Comments:
Alignment with stakeholder needs	<i>Does the project respond to real, identified needs and challenges? Are these needs clearly supported by evidence or stakeholder input? Is the project relevant to the macroregion or Pillar priorities?</i>	1–3: Vague or unclear needs and challenges 4–6: Some evidence provided 7–8: Clear and justified 9–10: Strong and documented		
Compliance with the Guiding Principles/ Priorities of the respective Pillar/s	<i>Is the project idea aligned with the strategic goals or flagships of the relevant Pillar(s)? Does it address thematic priorities or gaps?</i>	Yes = 10 Partially = 5 No = 0		
Alignment with EUSAIR Action Plan (topics/actions)	<i>Does the initiative contribute clearly to topics and actions from the EUSAIR Action Plan? Is the link clearly explained and relevant?</i>	Yes = 10 Partially = 5 No = 0		
Maturity and added value	<i>Is the idea grounded in previous work (projects, networks, legislation)? Does it offer clear added value or innovation? Is it ready for development or implementation?</i>	1–3: Low maturity or duplicate 4–6: Moderate linkages, unclear added value 7–8: Builds on existing efforts 9–10: Strong foundations and value		
Realistic and credible objectives	<i>Are objectives clearly defined and realistic? Do they follow SMART criteria (specific, measurable, achievable, relevant, time-bound)? Are they achievable within the expected timeframe?</i>	1–3: Vague or unrealistic 4–6: Partially clear and feasible 7–8: Mostly clear and feasible 9–10: Well-defined and achievable		
Macroregional (transnational) impact	<i>Will the initiative have macroregional (transnational) impact?</i>	1–3: Local/limited scope 4–6: Some cross-border value		

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Evaluation criteria	Guiding questions	Scoring guidance	Score:	Comments:
		<p>7-8: Solid transnational cooperation</p> <p>9-10: Strong macroregional relevance</p>		
Clarity and relevance of activities/ workplan	<p>Are proposed work packages and activities clearly linked to the objectives and interconnected? Are they logical, feasible, and strategically planned?</p> <p>Are cross-cutting issues (e.g. inclusion, green/digital transitions) addressed?</p>	<p>1-3: Unclear or poorly linked</p> <p>4-6: Listed but not feasible or missing cross-cutting value</p> <p>7-8: Clear and relevant, with moderately integrated cross-cutting topics</p> <p>9-10: Well-structured and strategically aligned with cross-cutting topics integration</p>		
Expected results and outcomes	<p>Are expected results realistic and clearly linked to the objectives? Are both qualitative and quantitative outcomes identified? Are they measurable and relevant for the macroregion?</p>	<p>1-3: Unclear or missing</p> <p>4-6: Listed but general or hard to measure</p> <p>7-8: Mostly clear, relevant, and partially measurable</p> <p>9-10: Clear, measurable, aligned with objectives and macroregional impact</p>		
Sustainability and transferability of results	<p>Do results have long-term impact beyond the potential project's lifetime? Can the results be transferred or replicated in other parts of the macroregion? Is institutional or policy uptake considered?</p>	<p>1-3: No sustainability/transferability evident</p> <p>4-6: General mention, weak justification</p> <p>7-8: Moderately addressed with some evidence</p> <p>9-10: Strong long-term and replicable dimension</p>		
FINAL SCORE				
General comment of the Evaluator (TSG member)				

Evaluation results:**Final score:** _____/90**Threshold reached (≥ 68 points):** **Yes** **No****Next Steps:**

- **If YES** → The project fiche will be recommended for further development into project proposal and shared with relevant EUSAIR governance support project partners for identification of relevant funding call. The applicant may be contacted to refine the fiche, participate in project proposal development for relevant funding call, contact tentative lead/project partners (if listed), etc.
 - *Optional follow up actions by Evaluator (TSG member)*
 - Assign TSG member(s) to support concept refinement:

 - Recommend discussion at next TSG meeting: Yes No
- **If NO** → The project fiche does not currently meet the threshold. Feedback should be provided to the applicant with recommendations for improvement. Resubmission may be considered if substantial adjustments are made.
 - **Recommendations for improvement:**