

Annex 2 to the Guide

Formal assessment of the amendment request for additional funding

1. Formal assessment of the amendment request for additional funding:

- 1) The amendment request for additional funding is submitted to the PO before the deadline date and time indicated in the Guide.
- 2) The amendment request for additional funding is sent in electronic form via LSI and on the appropriate template.
- 3) The amendment request for additional funding was submitted by an eligible entity, ie. PP of the active research project funded under POLNOR, POLNOR CCS and IdeaLab calls.
- 4) Additional funding is requested for the PPs and/or Project Partners which are research organisations.
- 5) The requested additional funding does not exceed the limit of 7% of the total granted funding.
- 6) The amendment request for additional funding and accompanied documents are signed with a qualified electronic signature(s) of the person(s) authorized to represent the PP.
- 7) All fields in the amendment request for additional funding and accompanied documents have been completed and completion is according to the Guide.

In case the amendment request does not fulfil criteria 1-3 it is deemed ineligible and left without further assessment, with no right to complaint.

In case the amendment request does not fulfil criteria 4-7 it is sent back for amendment or completion.

2. Substantive assessment of the amendment request for additional funding is made on the basis of the following criteria:

- 1) The requested amendments are justified
- 2) The introduction of requested amendments will not negatively affect the achievement of the intended goals of the project

For all substantive criteria the scale 'yes' or 'no' is used and recommendation of the external expert about the requested amendments is given. Based on expert's assessment the PO decides on awarding additional funding.