

The evaluation will follow a seven-step process

1. All proposals will be checked for eligibility and completeness as per the call terms and conditions, by the HEA executive. Proposals which do not fulfil the eligibility criteria and/or are incomplete and do not address all questions as set out in in the online application portal will not progress.

2. The HEA executive will assign all proposals to the independent panel and share the outcomes of step 1. The independent panel will conduct individual remote assessments on applications assigned to them in accordance with the published evaluation criteria. All proposals will be considered by at least two members of the panel.

Amendment

3. The independent panel will be convened virtually in Dublin and will be chaired by the CEO of the HEA or an appropriate nominee.

The panel will prepare a ranked list of proposals. Where the panel seeks clarification on a highly ranked application, questions will be forwarded to the applicant for written answer.

~~4. Highly ranked proposal teams will be invited to an interview with the independent panel.~~

~~5. The independent panel will convene in Dublin and interview selected proposal teams.~~

6. The independent panel will review applicants' answers and reconvene to provide its final recommendation list of ranked proposals for funding, including a reserve list of projects for funding subject to budgetary availability. This will include consideration of the overall programmatic composition of projects by quality, type, size and duration, as well as geographical spread.

7. The final list of projects recommended for funding will be subject to Ministerial approval in accordance with the governance procedures. The Ministers decision is final. The Ministerial approved outcome will be reported to the HEA Board, The National Skills Council and the National Training Fund Advisory Group.