

# Steps of SME policy implementation

# Steps on SME Policy Implementation

**Step 1** – Key elements of project implementation and monitoring mechanisms are already defined at the time when the SME supporting measures are approved:

- Objective(s) of the measure;
- Targeted enterprises;
- Eligibility criteria;
- Budget;
- Timeline;
- Implementation agency;
- Delivery and monitoring system;

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- **Step 2** – Quantitative monitoring of delivery over time: statistics about the number of applications, applications processed and approved and assistance delivery, funds allocation;
- **Step 3** – Qualitative monitoring of delivery over time: checking if actual delivery matches eligibility criteria and targeted enterprises: data and information on application processing and approvals;
- **Step 4** – Review of the implementation record after the first phase of implementation to control that implementation goes according to initial plans and to check if adjustments are needed. Stakeholders and representatives of the beneficiaries should be involved in the review;

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- **Step 5** – Impact evaluation: the responsible agency/ministry commissions to an independent party an impact study, according to a pre-defined methodology (see OECD Framework for the Evaluation of SME and Entrepreneurship Policies and Programmes);
- **Step 6** – Review of the impact evaluation results with the participation of stakeholders, distillation of lessons learned, inclusion of lessons learned in to the policy making process.