Food and Agriculture Organization of the United Nations

eufmd
european commission for the control of foot-and-mouth disease

Fund for Applied Research EuFMD FAR 2021 Ninth call

Guidance on emergency vaccination, policy support tools for socioecnomic analysis, environmental sampling

European Commission for the Control of Foot-and-Mouth Disease

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Ninth Call of the EuFMD Fund for Applied Research (EuFMD-FAR): Request for proposals

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A funding of circa 120,000€ is available to support up to three proposals at a maximum of 40,000 € per contribution (study). As the overall number of proposals that can be funded is not limited, proposers should consider if the studies can be performed for a fraction of the maximum of 40,000€, to give more chance of success and to enable the reviewers to support a higher number of active research collaborations.

Background

The European Commission for the Control of Foot-and-Mouth Disease (EuFMD), under the multi-annual agreement with the European Commission (EC, DG-SANTE), has provided support for small applied research projects that are relevant to the technical issues seen as priorities of the EuFMD member nations[1] since 2008. The thematic priorities have been typically identified at the biennial General Session, and a specific research fund was adopted as component 1.5 of the 4-year, EC funded Workplan of the Commission which was renewed in October 2019.

The Strategic Plan of the EuFMD for the period 2019-23 has three Strategic Objectives (Pillars), which are:

1. Improving preparedness for management of Foot-and-Mouth Disease (FMD) and similar transboundary animal diseases (FAST diseases) crises by members and across Europe as a whole;
2. Reduced risk to members from the FAST diseases situation in the European neighbourhood;
3. Sustaining and enhancing progress in the roll out of the GF-TADs Global Strategy for control of FMD, and on increasing security in the supply of effective FMD vaccines.

The Plan was updated and adopted at the 43rd General Session of the EuFMD member nations in April 2019. The 9th call scope relates to priorities identified by the EuFMD Standing Technical Committee in June 2020 and February 2021.

The EuFMD Fund for Applied Research (FAR) is promoting studies that should have a transformative potential, that generate tangible outputs in a form easily recognised for their relevance to EuFMD member nations; that have a trans-boundary application i.e. relevant to a wide range of EuFMD member nations; and finally that are relevant to significant issues affecting outcomes of the HOLD-FAST programme.

[1] EuFMD member nations (as of May 2020): Albania, Austria, Belgium, Bosnia Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Latvia, Lithuania, Luxembourg, Malta, Montenegro, Norway, Poland, Portugal, Romania, Serbia, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, North Macedonia, The Netherlands, Turkey, and The United Kingdom.

Theme 1: Define guidance criteria for implementing emergency vaccination against FAST diseases in disease free countries

Geographical scope: EuFMD member nations.

FAST disease scope: Foot-and-Mouth Disease (FMD), Peste des Petits Ruminants (PPR), Lumpy Skin Disease (LSD), and Sheep and Goat Pox (SGP).

Expected results:

1. Studies on the identification of criteria or parameters to support decision on implementing emergency vaccination for FAST diseases and on prioritizing vaccine administration in case of limited availability,
2. Guidance on implementation of preventive vaccination in countries NOT having cases but under risk from other countries,
3. Consideration of changes to international policy needed regarding emergency vaccination to achieve positive benefits for disease control in a one health perspective.

Impact of the results: The results of this proposal will be used to improve FAST disease preparedness of the EuFMD member nations.

Context: EuFMD member nations are aware of the need for high level of preparedness for emergency vaccination against FAST diseases. Recent success in eliminating LSD from Europe (EFSA, 2019) is a good example of the vital role of vaccination to control FAST diseases, and vaccination for FMD is included in many contingency plans for the management of FMD outbreaks. Risk managers are increasingly aware of the ethical aspects of large-scale depopulation policies. Experience from outbreaks where vaccination has been practiced for FMD suggest that vaccination can reduce the scale of the epidemic (Plumiers et al, Akashi et al). Vaccination for PPR and SGP has not been practiced in EuFMD member nations except for Turkey, but it is a potential control measure especially if access to DIVA vaccines can be secured. (EFSA 2014, EFSA 2015). Concerns regarding social values, the environment, animal welfare and global food security are matters in favor of vaccination as opposed to depopulation. A two-part review carried out suggests that vaccinate-to-live is a safe option as long as high potency vaccines are used, and comprehensive post vaccination surveillance is conducted. (Barnett et al, Geale et al).

Applying emergency vaccination may also have constraints like the availability of vaccine on the market in time of emergency and available resources for timely application. Emergency vaccination may incur additional control costs, e.g. due to additional disease surveillance or culling of vaccinated animals. Emergency vaccination may also impose prolonged trade restriction and consequently economic losses.

EuFMD has developed a European Foot and Mouth Disease Spread (EuFMDiS) model that can be used to evaluate different control strategies, varying from the minimal requirements given by EU legislation to ring culling and vaccination strategies (such as suppressive vaccination, protective vaccination, and

vaccination to salvage), while also considering the epidemiological, operational and economic consequences of the strategies. The model allows the user to evaluate the resources available (vaccine doses and human resources) for the management of outbreaks using different control strategies.

A survey to understand the level of preparedness related to the use of emergency vaccination for FAST diseases in EuFMD member nations was carried out by EuFMD in the second half of 2020. The survey was designed to capture specific gaps in the preparedness for emergency vaccination and identify areas where EuFMD can offer support to member nations. Topics related to vaccine strategies, vaccine availability and operational preparedness were included and for the purpose of this call results related to vaccine strategies are listed.

The results of the survey indicates that EuFMD member nations consider vaccination as a control option especially for FMD (93%) and LSD (78 %) while only a few countries consider vaccination for PPR or SGP. Most of the countries that consider vaccination will procure vaccines after detecting an outbreak in their country and fewer countries would initiate the procurement when an outbreak has been detected in a neighboring country. The survey also explored when member nations plan to start vaccinating. The results for FMD indicate that a majority of countries would start to vaccinate only when other control measures have been insufficient. Only 20 % of responding countries would start to vaccinate already when there is an outbreak of FMD in a neighbouring country. Regarding vaccination strategy for FMD, a majority of countries would implement a vaccinate-to-cull strategy.

One of the topics raised by respondents in the free text was a need for guidance on criteria for deciding the most appropriate emergency vaccination strategy for different scenarios and when to start a vaccination procedure.

An executive summary of the survey results is available on request.

Guidance on proposal:

Essential elements to proposals:

- The studies should be targeted to free regions or countries in Europe;
- Studies should include at least two of the following FAST diseases: Foot and Mouth Disease, Lumpy Skin Disease, Sheep and Goat Pox, Rift Valley Fever, Peste des Petits Ruminants
- Studies should consider and build upon already available resources, including animal disease spread models and cost-benefit analyses;
- Methodology used should be applicable in multiple countries;
- Evidence must be provided that study permissions will be granted and any logistics can be managed without the assistance of EuFMD or FAO;

Desirable elements to proposals:

- A demonstrable history of managing studies in the target region;
- Experiences of developing modelling research
- Inclusion of aspects on vaccination coverage and species to be targeted for vaccination.
- Plans to submit the work for peer-review publication;
- A communication plan with EuFMD and EuFMD member nations as appropriate.

References:

EFSA (European Food Safety Authority), Calistri P, De Clercq K, Gubbins S, Klement E, Stegeman A, Cortinas Abrahantes J, Antoniou S-E, Broglia A and Gogin A, 2019. Scientic report on lumpy skin disease: III. Data collection and analysis. EFSA Journal 2019;17(3):5638, 26 pp. https://doi.org/10.2903/j.efsa.2019.5638

Pluimers FH, Akkerman AM, van der Wal P, Dekker A, Bianchi A.(2002) Lessons from the foot and mouth disease outbreak in the Netherlands in 2001. Rev. sci. tech. Off int. Epiz.; 21(3):711–721.

Akashi H. The 2010 foot-and-mouth disease outbreak in Miyazaki Prefecture. Journal of Disaster Research. 2012; 7(3):252–257. https://doi.org/10.20965/jdr.2012.p0252

EFSA AHAW Panel (EFSA Panel on Animal Health and Welfare), 2014. Scientific Opinion on sheep and goat pox. EFSA Journal 2014;12(11):3885, 122 pp. doi:10.2903/j.efsa.2014.3885

EFSA AHAW Panel (EFSA Panel on Animal Health and Welfare), 2015. Scientific Opinion on peste des petits ruminants EFSA Journal 2015;13(1):3985, 94 pp. doi:10.2903/j.efsa.2015.3985

Barnett, P. V., D. W. Geale, G. Clarke, J. Davis, and T. R. Kasari, 2013: A review of OIE country status recovery using vaccinate-to-live versus vaccinate-to-die foot-and-mouth disease response policies I: benefits conferred by the use of higher potency vaccines. Transbound. Emerg. Dis. 62, 367–387.

Geale, D. W., P. V. Barnett, G. W. Clarke, J. Davis and T. R. Kasari, 2013, A Review of OIE Country Status Recovery Using Vaccinate-to-Live Versus Vaccinate-to-Die Foot-and-Mouth Disease Response Policies II: Waiting Periods After Emergency Vaccination in FMD Free Countries

Theme 2: Policy support tools for socioeconomic analysis of FAST control strategies considering biosecurity-based business continuity

Geographical scope: EuFMD member nations.

FAST disease scope: Foot-and-Mouth Disease (FMD), Peste des Petits Ruminants (PPR), Lumpy Skin Disease (LSD), Sheep and Goat Pox (SGP), Rift Valley Fever (RVF).

Expected results:

- A framework and associated tools/models, including adaptation of models already available, that could be used by EuFMD member nations in defining control policies that ensure balance between objectives in disease control and rural livelihood and food chain business continuity,
- Proof of concept/case studies relating to biosecurity-based business continuity for a livestock sector in a country with significant export of animals/animal products to other European or third countries.

Impact of the results: The results of this proposal will be used to improve FAST disease preparedness of the EuFMD member nations.

Context: Foot-and-mouth Disease (FMD) remains one of the most important transboundary animal disease (TAD) threats to European livestock production. A single introduction usually has extremely serious impacts. Over the past decades, the European Commission for the Control of Foot-and-Mouth Disease (EuFMD) has played a significant role in reducing the risk and ensuring better preparedness against FMD crisis for its member nations. Recently the EuFMD HOLD-FAST strategy has extended the scope of preparedness and risk reduction activities to similar TADs which pose an immediate threat to the 39 member nations.

Under the first Pillar of its workplan, the EuFMD has established capacity in assessing the FMD control measures using the European Foot-and-Mouth Disease Spread model (EuFMDiS) to guide emergency planning, The EuFMDiS is a multi-country FMD outbreak simulation spread model. This model can be used to evaluate various control options to for the management of a potential outbreak. The EuFMDiS model features allow to evaluate available resources and vaccine requirements for a future epidemic of FMD. In addition, the model also incorporates the economic functions to assess cost/losses attributable to a FMD outbreak and can be further developed considering cost-benefit analysis of different control strategies associated with continuity of business.

Protracted crises, such as FMD outbreaks with long duration, bring significant issues for business survival. Disease control options could be optimised for business continuity, but trade-offs may exist between disease control objectives and rural livelihoods/food chain business continuity. In addition, further study is required to characterize the expected economic impact of FAST disease incursions (aside from FMD), as well as the losses associated with control measures.

Applications under this theme should include:

- The development of frameworks and associated tools/models, including adaptation of models already available, that could be used by EuFMD member nations to assess the socioeconomic impacts of FAST diseases and control strategies.
- Proof of concept/case studies relating to biosecurity-based business continuity for a livestock sector in a country with significant export of animals/animal products to another European or third country. These could include cost-benefit studies for compartmentalisation[2], or the economic assessment of good biosecurity management with regards to FAST diseases.

Guidance on proposal:

Essential elements to proposals:

- The studies should focus on EuFMD member nations;
- The studies should focus on one or more FAST diseases (FMD, SGP, LSD, PPR and RVF), with inclusion of more than one disease preferred;
- Study results or tools that will be developed should be applicable in multiple countries for policy support;
- Evidence must be provided that study permissions will be granted and the data collection can be managed without the assistance of EuFMD or FAO;

Desirable elements to proposals:

- Plans to submit the work for peer-review publication;
- A communication plan with EuFMD and EuFMD member nations as appropriate.

[2] As per the definition in the OIE Terrestrial Animal Health Code

Theme 3: Operational optimization of environmental sampling

Geographical scope: European neighbourhood and FMD endemic regions of Africa, Middle East, West Eurasia and Asia.

FAST disease scope: Foot-and-Mouth Disease (FMD).

Expected results:

- Studies to optimize the environmental sampling considering the targeted use, sampling strategy, testing regime and trade-off between value of results and cost
- Guidance on the application of environmental sampling for routine surveillance or early detection of FMD.

Impact of the results: the results of this proposal is to generate scientific data to emphasize the benefit of environmental sampling as additional surveillance method for FMD in endemic settings and explore its use for early detection in the EuFMD member nations.

Context: Detection of pathogens in the environment rather than in live animals has been used for many years for a variety of viral and bacterial livestock diseases. Environmental contamination by the FMD virus in excretions and secretions from infected individuals promotes transmission, but also presents an opportunity for non-invasive sample collection, enabling cost-effective FMD surveillance beyond regular investigation of observed clinical cases [1]. Previous studies led by The Pirbright Institute have demonstrated that environmental sampling, initially applied in the animal isolation facilities as part of transmission experiments [2,3] and then successfully applied in contaminated household in Nepal [1] and livestock markets in Cameroon [unpublished data] is an innovative and straightforward method able to detect FMDV in the field. Environmental sampling for FMDV RNA detection from air, on fomites or any surfaces contaminated by infected animals may add value to routine virological surveillance in endemic settings, or for surveillance in an event of outbreak, by extending the Veterinary services' toolbox available for surveillance. However, the approach should be further applied in the field to further assess its **practical implementation** in various contexts, and further assess its **sensitivity** for pre-clinical and clinical FMD in endemic settings. Results may also help to improve biosecurity of fomites and premises.

Applications under this theme should include:

- In-silico modelling and /or field studies to optimize the environmental sampling considering the targeted use, sampling strategy, testing regime and trade-off between value of results and cost.

Additional possible outcomes:

- Assess FMDV circulation through environmental sampling in contexts when clinical signs might be missed, such as in vaccinated populations, or when clinical inspections are not effective, such as in small ruminant populations or in wildlife.
- Assess the level of FMDV contamination of fomites or facilities in context of cross-border trade of live animals and animal products, in particular at the interface of FMD-free and endemic settings.

- Assess to which extent pooling environmental samples affect the sensitivity of the approach.
- Explore the feasibility and applicability of field testing, using portable PCR unit (tetracore machine) with readymade PCR assays for FMD in settings where sample transportation or access to laboratory facilities are a challenge.
- Explore the potential of environmental sampling for simultaneous surveillance of other FAST diseases.

Guidance on Proposal

Essential elements to proposals:

- The studies should take place in field settings in an FMD endemic region;
- Eligible regions include: North and West Africa, the Middle East, the South East European Neighbourhood, Sub-Saharan Africa or South Asia;
- Evidence must be provided that study permissions will be granted and the field work logistics can be managed without the assistance of EuFMD or FAO;
- Inclusion of all laboratory costs;
- Inclusion of a training component on environmental sampling and sample processing.

Desirable elements to proposals:

- Consideration for the risk-based selection of the study sites;
- A demonstrable history of managing field studies among livestock populations in the target regions;
- Contingency plans in case of no FMD outbreaks occur during the study period;
- Digital data collection (e.g. using mobile phone devices);
- Additional possible outcomes included in the expected results;
- Plans to submit the work for peer-review publication;
- A communication plan with EuFMD and the national government as appropriate.

References:

[1] Colenutt C, Brown E, Nelson N, Wadsworth J, Maud J, Adhikari B, Chapagain Kafle S, Upadhyaya M, Kafle Pandey S, Paton DJ, Sumption K, Gubbins S. 2018. Environmental sampling as a low-technology method for surveillance of foot-and-mouth disease virus in an area of endemicity. Appl Environ Microbiol 84: e00686-18. https://doi.org/10.1128/AEM.00686 -18

[2] Colenutt C, Gonzales JL, Paton DJ, Gloster J, Nelson N, Sanders C. Aerosol transmission of foot-and-mouth disease virus Asia-1 under experimental conditions. Vet Microbiol. 2016 Jun 30;189:39-45. doi: 10.1016/j.vetmic.2016.04.024. Epub 2016 Apr 26. PMID: 27259825.

[3] Nelson N, Paton DJ, Gubbins S, Colenutt C, Brown E, Hodgson S, Gonzales JL. 2017. Predicting the ability of preclinical diagnosis to improve control of farm-to-farm foot-and-mouth disease transmission in cattle. J Clin Microbiol 55:1671–1681. doi:10.1128/JCM.00179-17.

[4] Callahan JD, Brown F, Osorio FA, Sur JH, Kramer E, Long GW, Lubroth J, Ellis SJ, Shoulars KS, Gaffney KL, Rock DL, Nelson WM. 2002. Use of a portable real-time reverse transcriptase-polymerase chain reaction assay for rapid detection of foot-and-mouth disease virus. J Am Vet Med Assoc 220:1636–42

Application process

Proposals should be based on the **application form**, completed in **English** only, and be of a **maximum of 5 pages** including figures and tables (but excluding references and appendices) using Calibri font (size 10) and 2.54cm page margins and submitted by email as PDF or MS Word files.

The application form is given in **Annex 1 (part A. technical)** and is available online.

All queries should be directed to eufmd@fao.org using the subject line "9th FAR call – Theme N°X". All queries should be in **English** and submitted by 23rd April 2021. Responses are not guaranteed to queries submitted after this date.

Funding available and timeframe

A funding of circa 120,000€ is available to support up to three proposals at a maximum of 40,000 € per contribution (study). As the overall number of proposals that can be funded is not limited, proposers should consider if the studies can be performed for a fraction of the maximum of 40,000€, to give more chance of success and to enable the reviewers to support a higher number of active research collaborations.

The deadline for submission of proposals is 30th April 2021 at **17.00 CET**. The field work (if any) should take place over a maximum of ten months with the final report provided one month after the end of the study.

Notes on the funding: the funds are expected to be used mainly to provide expertise to undertake the studies. The proportion of expenses related to travel and procurement should not exceed: 20% for travel and 10% for procurement. Any additional expenses needed for implementing the project should be indicated in the application form.

General:

1. **Payments**

   Payments are usually made in three tranches, the initial advance being not greater than 30%, and final payment not less than 20%. Normally, payments are made upon acceptance by the Recipient Organization (RO) of a report or deliverable. The interim payment is conditional on interim reports/progress and the necessary milestone indicators will be agreed with the RO. The final payment is conditional upon acceptance by FAO EuFMD of a 'Final Report' consisting of a narrative report and financial report submitted by the RO.

2. **Eligibility of costs**

- Currency: the Letter of Agreement (LoA) should be expressed in the currency in which the majority of the LoA expenses are expected to be incurred. **The budget should be submitted in the local currency.**
- Non-eligible costs for financing (EU funded projects):
  - Overhead costs;

- Administrative;
- Any other indirect costs.

3. **Budget drafting some useful indications** (a template is provided in Annex 1, part A)

- Human Resources Inputs: insert wording **Experts** and avoid wording "Consultant".
- Procurement & Expendable equipment ancillary to services: in some cases, the LoA foresees the handover of inputs by FAO to the Service Provider for its further distribution to beneficiaries. These beneficiaries should be indicated in the "Description of Services".
  Title to the inputs provided by FAO to the Service Provider shall remain with FAO until such time these are transferred to the beneficiaries. The Service Provider assumes full responsibility for the storage, handling and management of inputs provided by FAO and shall assume liability for any damage and losses after the inputs come under its physical control, custody or possession.
  - Total amount of budget dedicated to purchase of disposable equipment should not be more than 5% of total procurement.
  - Disposable equipment (intended as consumables) should not be charged more than the effective actual cost.
  - In any case, the Service Provider should provide copies of evidence of expenses upon request.
- Travel: specify departure and arrival, number of days for the travel, number of persons travelling and travel cost per person.

Applicants

Applications are welcome from any source and are not limited by geographical origin. Awards are normally made to not-for-profit research centres or organizations **with a capacity for signing the contract (Letter of Agreement or LoA)**, with principal investigators capable of delivering quality research and/or other project outputs, and for managing funds and reporting (**Annex 1 – Part B. administrative**).

Before applying, the applicant should verify with the Institute on behalf of which he is applying, if it is entitled to finalize a LoA.

For-profit bodies are welcome to apply as part of a consortium but normally the financial award can be made only to the Leader which should be a non-profit organisation. Interested parties can discuss ideas prior to proposal with the EuFMD Secretariat or members of the EuFMD Standing Technical Committee (STC). The applicant should then declare any contact with the EuFMD Secretariat or STC on the form.

In case of sub-contracting or partnership where the RO wishes to work with additional parties:

The LoA is strictly bilateral and must be only between one unique partner and FAO EuFMD.

Subcontracting a third party may be allowed under the LoA, when services provided by the subcontractor are ancillary to the performance/provision of the main service provided by the RO and when subcontracting is necessary to achieve the outputs of the LoA.

The LoA establishes rights and obligations for the two Parties signing the agreement. In case of subcontracting, the RO remains the only signatory of the LoA and fully responsible for delivery of all the services and of the performance of the subcontractor and is required to subcontract in a transparent manner consistent with generally-accepted principles governing public procurement and pass on to the subcontractor the obligation to maintain records available for inspection.

Where the RO works with partners, the Agreement must state:

"The direct partner assumes the risk of non-performance of other partners (names to be specified) and any other subcontractor for all the services that will be provided within the framework of the current LoA".

Review process

Applications will be assessed in two stages, first by external referees ("Referee Panel") then by the EuFMD STC (acting as the Grant Review Board [GRB]), a multidisciplinary panel of experts who are familiar with the priorities and scope of the fund and the context of the institutions which are expected to utilise the knowledge, tools and outputs.

Two-Tiered Peer Review Process

1st Review by Referee Panel

- TWO external referees are chosen for their expertise in specific technical areas and geographical regions; at least one of these is from the EuFMD Special Committee for Surveillance and Applied Research (SCSAR).
- Initial review of technical merit and feasibility of the proposal.
- Review of the evidence of the applicant's, past and future, capacity and presence in the selected country.
- Score and give comments on each grant application.

2nd Review by Grant Review Board

- Assess quality of Referee Panel's comments.
- Final review of technical merit and feasibility and evidence of the applicant capacity and presence in the selected country.
- Evaluate relevance to scope of fund and thematic priorities, applicability to local context, applicant's track record, administering institution's research capability, "value for money" of proposals.
- Make recommendations on funding to the EuFMD Executive Committee.

Assessment Criteria: these are provided in **Annex 2** and online.

Composition of the Referee Panel: the Referee Panel includes the 18 members of the Special Committee for Surveillance and Applied Research (SCSAR) of the EuFMD. The Referees for each proposal will be selected by the Chair of the STC, or in the case of a conflict of interest, his/her Deputy. One referee must always be from the SCSAR but according to need, the Chairperson may also invite an external referee to undertake the review if the expertise is not present within the SCSAR. Reviewers complete a conflict of interest statement before reviewing proposals.

Composition of the Grant Review Board (GRB): the GRB is composed of the Members of the STC and the Executive Secretary of the EuFMD Commission. DG-SANTE have the right to be represented in the GRB. Representatives of the GRB complete a conflict of interest statement before review, and if doubt exists, do not take part in the review of the applications in which a conflict of interest may exist. The Chairperson should ensure a minimum of at least three persons participate in any decisions, co-opting a member of the Executive Committee (EC) if required. *Minutes of these meetings will be reported to the EuFMD Executive Committee.*

Award of Grants and dispersion of funds: the EuFMD Secretariat will provide the EC with the recommendations for funding. Decisions will be normally taken by the Executive Secretary or the Chairperson of the Executive Secretary together with the EC at the regular Executive Committee

Sessions taking place at six monthly intervals. If urgent, decisions will be taken by the Chairman and the representative of the EC as soon as the GRB have made their recommendations.

Funding will be dispersed by the FAO EuFMD through Letters of Agreement (LoA) which are contracts between the FAO and not-for-profit institutions. In exceptional circumstances, the funds may also be dispersed through direct implementation mechanisms by the Secretariat where LoAs cannot be used. The application form should provide most of the details needed to enable the LoA to be finalised quickly after decision is taken, and initial funding dispersed. Limited changes to the proposal may be agreed when the LoA is negotiated and any major changes would require a review by the Chairman of the STC.

The reporting schedule will be set at the time of the LoAs being agreed and normally the contractees must provide reports that coincide with the timing of the six-monthly STC meetings and provide an oral report to the biennial Open Session of the STC.

Annex 1: Application form

The text in green has been included to help you to complete the template. Please delete it before finalizing your application.

Application for funding from EuFMD-FAR

PART A: TECHNICAL and PART B: ADMINSTRATIVE

PART A: TECHNICAL

1. Title of the study (and acronym, if long):

2. Applicant name and institution:
   Provide also address, e-mail and phone contact details

   Lead Investigator (if different):

   Is this application made on behalf of several parties (collaborators whose inputs will be vital to success)?
   YES/NO. If YES, give details
   a. *Add*

   b. *Add #2 etc.*

3. Has this proposal been discussed with members of the EuFMD Standing Technical Committee (STC) or Secretariat before application?
   YES/NO.
   If yes, indicate who and in what time period. Prior discussion can often be helpful to applications, but for transparency the extent of involvement of STC in steering proposals should be known by the Review Board.

4. Description of the capacity of the applicant(s) to undertake the work proposed
   This can use links to documents/website, but should cover why the applicants consider they have the operational and financial management capacity to undertake the work and manage the studies within the expected timeframe.

5. Purpose
   Objective: […]
   Outputs/Outcomes: list the outputs or outcomes expected.
   Activities: list key activities to be undertaken to achieve the outputs/outcomes. Keep description brief.

6. Technical background
   Describe in general terms, the objective(s) of the Agreement, any additional objective(s) if relevant, and how the outputs and/or outcomes to be produced, achieved and/or delivered by the Service Provider will further the objective(s).

7. Definition of Outputs and/or Outcomes

Specify and describe in detail the final output(s) and/or outcome(s) as applicable, and indicate how progress and achievement will be measured and verified (i.e. specify performance indicators and means of verification). It is essential to provide a detailed and precise definition of the final output(s) and/or product(s) e.g. survey, map, research report(s), data, workshop report(s), etc.

These will be used by FAO to verify progress, for payment purposes, as for example a narrative report is used to justify interim payments.
Example:

- *Provide an interim report on project activities upon completion of the field survey;*
- *A final report detailing the activities conducted under the agreement, which will be presented to the EuFMD STC and may be published on the EuFMD website.*

8. Description of Services

Provide detailed description of services to be rendered and activities to be performed by the Service Provider for the achievement of output(s) and/or outcomes(s) specified in para 7, including as appropriate the expertise required, methodology to be used, technical and operational standards and/or deadlines to be met, etc. (e.g. modalities of survey (define area/data, needed/means to be employed, etc.), organization of training course (define target group/curriculum, outline/training, materials/course duration, etc.), development of product (specification/facilities used, etc.).

The detail to be provided must be sufficient to allow assessment of:

- *The appropriateness of the method used;*
- *The feasibility and sustainability of the system proposed;*
- *The data that will be generated for analysis;*
- *The efficiency of the design and use of inputs.*

9. Workplan and Timeframe (duration)

Provide work plan and set appropriate timeframe (i.e. the period of time from inception to completion of all activities within which the services are to be delivered) including, as relevant, milestones to signal the completion of key deliverables. Indicate any factors influencing timeframe (e.g. seasonal considerations, imposed deadlines) and any possible action to be taken by the Service Provider in the event of delays (e.g. formal written notification documenting reason(s) for delay(s), request for and justification to extend LoA duration, etc.)

Example:

Milestone	***Details (example)***	***Due date***
1.	*Field survey and Interim report*	*+6 weeks after 1st payment*
2.	*Data analysis and Final reporting*	*+10 weeks*

10. Inputs required to implement the project

A. Inputs to be provided free of charge by Recipient Organization (to be completed only if significant to the execution of the Agreement)

List and describe in detail all inputs (including quantities, if applicable) to be provided by the Service Provider in addition to those included in the budget without, however, costing such inputs. These inputs might include the following:

a) Use of premises and facilities/installations;
b) Provision of expertise and support personnel;
c) Use of equipment and provision of materials/supplies.

Timing of Inputs: Establish timing of such inputs (if appropriate).

B. Inputs to be provided in kind (not monetary contributions) by FAO EuFMD

List and describe in detail all inputs (including quantities, if applicable) to be provided by FAO without, however, costing such inputs. These inputs might include the following:

a) FAO personnel expected to cooperate;
b) Requests to assist the proposers with liaison with national authorities in countries where studies are proposed.

Timing of Inputs: Establish timing of such inputs (if appropriate).

C. Monetary inputs from FAO EuFMD (Budget requested)

Provide detailed budget, specifying items, unit costs and quantities, and showing the total amount which FAO EuFMD agrees to finance (strictly on an actual cost basis).

Such items may include:

a) Service Provider's regular personnel used for agreed activity/service;
b) Hiring by Service Provider of temporary staff or services;
c) Transport (tickets, fuel for vehicles);
d) Daily subsistence allowances;
e) Rental of existing Service Provider facilities/equipment;
f) Hire of locally available (non-Service Provider) facilities/equipment;
g) Purchase of essential supplies and materials.

Please note FAO cannot accept charging of overheads in EU funded projects.

For each of the budget categories, please insert the item description, the unit of measurement, the quantity and the unit cost. Please use the appropriate units of measurement for estimating the resource requirements. Some examples of units of measurement units are available in the table below.

Note a detailed description of costs as estimated by Service Provider can be given in an Annex.

RESOURCES-BASED LOA BUDGET TEMPLATE					
Cat. No.	**Items Description**	**Unit of measurement**	**Q.ty (no. of units)**	**Unit Cost**	**Total Cost**
				Currency	Currency
1	HUMAN RESOURCE INPUTS (Staff time and experts…) Use wording **EXPERT** and never consultant				
1.1	Senior technical expert(s)	Person-days *or* Person-months	Nb. days / months		
1.2	Junior technical expert(s)				
1.3	Other (please specify)				
…					
				Total HR inputs	

2	PROCUREMENT & EXPENDABLE EQUIPMENT ANCILLARY TO SERVICES (including non-disposable and disposable equipment/material) - Non-disposable equipment: beneficiaries receiving benefit at end of the project should be precisely indicated in the Description of services. - Total amount of budget dedicated to purchase of disposable equipment should not be more than 5% of total procurement. - Disposable equipment (intended as consumables) should not be charged more than effective cost. The Service Provider should provide copies of evidence of expenses upon request.				
2.1	Consumables	Unit/pieces/kits	Nb.		
2.2	Shipping costs				
…					
				Total Procurement	
3	TRAVEL (Flights, inland travel)				
3.1	Please specify departure and arrival sites (From/To) and number of days for the travel.	National / Regional / Intercontinental flight *or* Km of road travelled *or* Lumpsum mixed transportation	Please specify number of persons travelling.	Please specify travel cost per person.	
3.2					
…					
				Total Travel	
4	ACCOMMODATION (board and lodging costs …)				
4.1		Person days			
				Total Accommodation	
5	GENERAL OPERATING AND MAINTENANCE EXPENSES (GOE)				
5.1					
…					
				Total GOE	
6	**----------**				
6.1					
…					
				Total …	
7	**----------**				
7.1					
…					
				Total …	
				GRAND TOTAL	

EXAMPLE OF UNITS OF MEASUREMENT
General
each
lumpsum
sets\kits
sessions
meetings
Time
person-months
person-year
hours
days
months
years

D. Bottlenecks/risks

Indicate any assumptions that must hold if the activity is to reach expected output.
Indicate risks that could have a significant impact upon progress (and which might justify later requests for extension or change in plan, for example).

E. Any other relevant information

Including copies of research cited that is vital to the understanding or evaluation of the proposal can assist and not freely available online.

PART B: ADMINSTRATIVE

Curriculum vitae of the lead applicant and any significant research partners should be provided.

1. **Details on the Lead applicant(s)**
   The applicant is normally expected to be the contact point and provide the reports.

2. **Details of any significant research partners on this proposal**
   It is important to indicate their expertise/competence/capacity to assist the proposal, and what added-value they provide to that provided by the Lead applicant.

3. **Name and title of the person who will sign the agreement** (i.e. the Authorized Official signing the LoA)

   Note: if Letters of Agreement (Standard Contract) with FAO are not feasible then suggested route for payment of the inputs required to undertake the activity:

4. **Version number:**
   The applicants Version number – useful in case changes are made

5. **Date of this submission:**

Annex 2: Assessment criteria

Referee's Assessment

TWO External reviewers are invited to review each application, and to both objective and specific in their critical appraisal of each grant application, and to focus on the scientific merit and significance.

Technical merit:

- Originality;
- Relevance to the fund and thematic priorities;
- Quality of methodological, technical and operational approach;
- Feasibility of the proposal;
- Evidence of the applicant's capacity and presence in the selected country (including past and upcoming commitments);
- Applicability and sustainability of the outputs.

Grant Review Board

After review by the Referee Panel, each proposal will be discussed further, bearing in mind the track record of the principal applicant, the technical capacity of the administering institution and the value for money of the proposal. Funding recommendations will be finalised in the Grant Review Board meeting. Summary statements containing questions, comments and/or recommendations will be forwarded to the applicant.

Technical merit (see above) plus:

Relevance to the scope of funding:

- Is the topic within the scope of the fund and the thematic priorities?

Track records of the applicants:

1. What is the likelihood that the proposed study can be accomplished by the applicant organization given the documented experience and expertise? Track record includes the applicant's compliance with the terms and conditions of previous projects and records of outputs.

Technical capacity of the administering institution:

- The ability of the administering institution to provide an environment conducive to productive and sustainable outputs, in terms of:

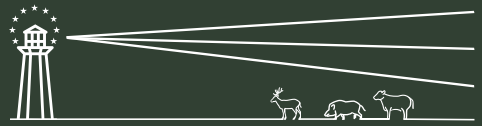
  ~ national/local presence and expertise;
  ~ qualified technical staff;
  ~ qualified support/administrative staff.

The emphasis placed on each aspect varies between applications, depending on their relative strengths.

Rating a Grant Application

A score ranging from **4** (Recommended for support / High) to **1** (Not worthy of support / Low) will be assigned by the referees to indicate the technical merit under each heading in the Referee's Assessment Form. The overall rating for each application will be discussed and finalised in the Grant Review Board meeting. The overall rating is defined as follows:

4 - Recommended for support	Nil or very minor issues to address only
3 - Recommended for support subject to clarifications/ amendments	Minor revision and clarification required for a successful delivery
2 - Not recommended for support at present	Major revision required for significant improvement
1 - Not worthy of support	Minimal impact on research / flaw in methodology/ incomplete application/ out of scope of the fund



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Hold-FAST tools

GET PREPARED, Vlearning, FMD-PCP, EuFMDiS, Pragmatist, Impact Risk Calculator, Virtual Learning Center, SMS Disease reporting, Global Vaccine Security, Outbreak Investigation app, PCP-Support Officers, PCP Self-Evaluation tool, AESOP, Telegram, Whatsapp, Global Monthly Reports, Real Time Training.

EuFMD Committees

Executive Committee, Standing Technical Committee, Special Committee for Surveillance and Applied Research (SCSAR), Special Committee on Biorisk Management (SCBRM), Tripartite Groups.

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