Contractual Research
relating to food safety and animal and plant health policy

Call for submission of new RT, RF & RI project proposals

2023 call

Deadline for submission of proposals:
26 April 2022 at 12 noon sharp
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1. INTRODUCTION

1.1 General context

The Federal Public Service Health, Food Chain Safety and Environment (FPS Health) allocates grants for scientific research supporting its food safety and plant and animal health policy. All Belgian research institutions may apply in response to this call for proposals. Collaboration between research institutions is possible as consortium, under the lead of a coordinator.

The Contractual Research unit oversees organising the call for proposals and oversees the selection procedure.

Research grants may be allocated for thematic (Targeted Research, RT), free (Free Research, RF or open call) and transnational (International Research, RI) projects. The number of projects that may be funded depends on the budget that the FPS Health can allocate.

1.2 Thematic call (RT projects)

The thematic call relates to the call for project proposals based on targeted research topics that have been determined by the competent Minister.

The evaluation and selection of the proposals are performed in two steps. In the first step, an RT pre-proposal is submitted. The relevance with respect to the topic, the applicability of the research results to the Government and the scientific quality of the pre-proposal are assessed.

For the selected pre-proposals an elaborated and detailed full proposal shall be submitted in the second step. This will be evaluated in-depth with regard to its relevance and scientific quality.

1.3 Open call (RF projects)

In the framework of the open call, policy supporting research proposals regarding food safety and animal and plant health can be submitted. The subject of the RF proposals is determined by the promoters.

In the first step, the research proposals are submitted in the form of a RF pre-proposal. A pre-selection is carried out, based on the relevance of the proposed research for food safety and plant and animal health policy as well as on its scientific quality.

For the selected proposals an elaborated and detailed full proposal shall be submitted in the second step. This will be evaluated in-depth with regard to the scientific quality of the proposal.

1.4 Transnational call (RI projects): plant health - Euphresco

The transnational call relates to targeted international research topics in the field of plant health. These topics were selected out of a list set up by the Euphresco network.

1.4.1 Introduction

Euphresco is an international network of organisations active in the field of plant health. The network today consists of around 70 organisations from more than 50 countries. The network secretariat is hosted by the European and Mediterranean Plant Protection Organization (EPPO, Paris). The network aims to promote coordination and cooperation in phytosanitary research funding.

More information about the network can be found on the website www.euphresco.net.
Every year Euphresco organizes a call to fund transnational research projects. Euphresco’s transnational research funding is considered most appropriate for applied research in relatively small projects of short to medium duration (1–3 years). In this way, it can provide quick and targeted answers to the needs related to quarantine plant pests.

The funding mechanism and the project budget will be determined by participating funded institutions. Within the Euphresco network, three main funding mechanisms are applied: the real pot, the virtual pot and the non-competitive mechanism.

Within its regulatory framework, the FPS Health can only participate via the virtual pot mechanism, meaning that funding is restricted to its own, national research institutions through projects selected via a competitive procedure.

Since many Euphresco partners are able and prefer to go via the non-competitive mechanism, a mixed virtual pot / non-competitive mechanism is often set up. This is also the case here: the Contractual Research unit of the FPS Health launches a virtual pot call for Belgian research institutions. The selected Belgian consortium then joins the research consortium built of the non-competitive partners.

1.4.2 Procedure

The FPS Health has selected four topics from the list of 28 research priorities identified by the Euphresco network (see annex 1).

The project proposals will be selected in a two-step process. In the first step, there is a call for the submission of an Expression of Interest.

In a second step and after the proposal is found eligible, promoters will be invited to submit a full proposal. The elaborated and detailed full proposal must describe the specific tasks of the Belgian consortium as part of the transnational research project. This second step is managed by the Euphresco secretariat. The project proposal will be assessed by an international panel of experts with regard to its relevance and scientific quality.

Attention: this call is launched early in order to align the timing of the national call as closely as possible with the overarching Euphresco timing. This has the following consequences:

- A number of the selected topics can be deleted in a later stage, for instance when there is insufficient interest from the other transnational partners. Not later than Tuesday, March 22nd, 2022 the Contractual Research unit will publish a first update of the topics on its website. A final list will only be available mid-November 2022. This means that even after the start of the second step, topics may still be dropped.
- Some topic descriptions, describing the transnational research ideas, are only concisely developed. Fully elaborated topic descriptions will be available mid-July 2022 and will be communicated to the coordinators of the proposals selected for the second stage.

1.5 Using the food consumption survey data

Regarding project proposals that require using the data of the Belgian national food consumption survey 2014 (FCS 2014), the options are the following.

1. Either access to the database containing the gross individual consumption data is obtained against payment for use within a specific project. To this end, a request must be submitted to the Chamber of Social Security and Health of the Information Security Committee. The pseudo-anonymised dataset is made available by Sciensano after drawing up an agreement for the transfer of data. Alternatively, an anonymised data set can be made available for risk exposure assessments without a procedure via the
Information Security Committee. In addition to food and food supplement consumption data (i.e. 24-hour recalls linked with the food composition tables and food frequency questionnaires), this dataset only contains the following personal data: age, gender, province, education level, pregnancy/breast feeding, height, weight and abdominal circumference. In this case, the researchers themselves must provide software, expertise and staff to perform the calculations. The procedure and documents for access to the data of the Belgian national Food Consumption Survey are available on the FCS website. For any questions on this subject, please contact Dr. Nicolas Berger (Nicolas.Berger@sciensano.be);

2. Or Sciensano is asked to perform the intake estimates. In this case, please contact Dr. Mirjana Andjelkovic of Sciensano's Chemical and physical health risks department at Sciensano (Mirjana.Andjelkovic@sciensano.be) prior to submitting the full proposal.

In order to get an idea of the available data, the FPS Health provides the frequency tables set up by Sciensano free of charge on the Contractual Research website. These tables show the consumption frequency of foodstuffs, grouped in several levels according to the FOODEX food classification system. More specifically it shows how many people have consumed a particular foodstuff or group of foodstuffs during the survey.

These frequency tables can be used, for instance:

- for setting priorities;
- for defining a sampling scheme;
- for assessing the feasibility of intake calculations.
2. THEMATIC CALL (RT-PROJECTS)

The RT project proposals are evaluated in two steps:
   Step 1: RT pre-proposal
   Step 2: RT full proposal

The maximum duration and the funding are topic-related and are mentioned in the topic description (annex 1 – Research topics RT-projects). The requested grant and its distribution must correspond with the real cost in relation to the duration, the nature, the required equipment and expertise of the research needed to achieve the objectives pursued.

2.1 STEP 1: RT PRE-PROPOSAL

2.1.1 Drafting RT pre-proposals

The following documents and templates are relevant for the thematic project proposals. Electronic versions are available on the website of Contractual Research (https://www.health.belgium.be/en/contractual-research), under “Open Calls”.
   ❖ The research topics of the thematic call are listed in annex 1.
   ❖ Annex 2 is the template for drafting the RT pre-proposal.
   ❖ Annex 7 contains important information for estimating the budget.

For your information: annex 8 must only be submitted in the second step.

The RT pre-proposal shall be drawn up either in one or a combination of the national languages, or else entirely in English.

2.1.2 Submitting RT pre-proposals

The pre-proposal should only be submitted electronically, in Word and searchable pdf format, via e-mail to contractual.research@health.fgov.be.

The deadline for submitting the RT pre-proposal (step 1) is Tuesday, 26 APRIL 2022 at 12 noon sharp.

2.1.3 Evaluation of the RT pre-proposals

2.1.3.1 Eligibility of the RT pre-proposals

The eligibility of the RT pre-proposal is assessed by the Contractual Research unit, in consultation with the Directorate-General Animals, Plants and Food and the Federal Agency for the Safety of the Food Chain (FASFC). Criteria are the following:

1. timely submission: by Tuesday, 26 April 2022 at 12 noon sharp. The date and the time of the e-mail shall constitute proof.

2. the form
   • the proposal must be submitted in accordance with the template and the guidelines set out in annex 2;
   • the indicated limits must be respected and the font of the text (Times New Roman, font size 12) may not be modified;
   • the application shall consist of no more than 6 pages, excluding the title page and the identification of the promoters; annexes (such as bibliography) are not accepted;
   • the application shall be drawn up either in one or a combination of the national languages, or entirely in English.
3. accordance with a **topic**
   Only RT pre-proposals corresponding to one of the topics in annex 1 and taking into account the listed research questions and requirements are eligible. If the proposal does not cover all research questions or does not meet all the requirements, this shall be substantiated. Even if the proposal goes beyond what has been requested, a motivation shall be included in the pre-proposal.

4. **the absence of overlap** with existing or ongoing research.
   Research that is complementary to existing or ongoing research is eligible, provided that its complementarity is clearly justified.

5. **composition of the consortium**: only Belgian research institutions may participate in the consortium.
   Foreign expertise can only be introduced by subcontracting, under the conditions stated in annex 7 - Important information regarding the budget.

Please note: the pre-proposal will be declared ineligible if it does not comply with the above conditions.

2.1.3.2 Evaluation of the content of the RT pre-proposals

Eligible RT pre-proposals are assessed by the Evaluation Committee according to the following modalities:

1. The **relevance score** (out of 30 points) as an indication of the extent to which the pre-proposal corresponds to a topic and the potential impact of the proposed research.
   In particular, the following elements are assessed:
   - the extent to which the proposal meets the requirements listed in the topic description
   - the value and usability of the expected results
   - the solution-oriented approach of the research
   - the added value compared to ongoing or existing research
   - the timing in relation to the policy agenda
   - the potential contribution to policy decisions

   Only the RT pre-proposal with a relevance score of at least 21/30 will be included in the scientific evaluation.

2. The **scientific score** (out of 20 points) as an indication for
   - the scientific quality
   - the methodology
   - the originality
   - the feasibility of the proposed research.

The RT pre-proposals that obtain a scientific score of at least 13/20 are ranked on the basis of their total score (50 points) and per topic. Based on this ranking and the advice of the Evaluation Committee, a **priority** list of RT pre-proposal is drawn up.

The coordinators will be informed about the result by the Contractual Research unit early July 2022.
2.2 **STEP 2: RT FULL PROPOSAL**

In the second step, the coordinators of the priority RT pre-proposals are asked to submit an elaborated and detailed full proposal.

### 2.2.1 Drafting the RT full proposals

The full proposal may, in principle, not deviate from the pre-proposal with regard to the research questions and the methodology used, unless explicitly requested by the Contractual Research unit. If you would like to make changes on your own initiative, you must contact the scientific counsellors of the Contractual Research unit (Dr. Ria Nouwen or Dr. Valérie Van Marris, see also point 7. Additional information) before submitting the full proposal. Changes compared to the pre-proposal must be stated and justified in the section “history of changes” provided for this purpose.

**Attention!** The requested grant stated in the full proposal cannot be higher than the amount specified in the pre-proposal.

The following documents and templates are relevant for the thematic project proposals. Electronic versions are available on the website of the Contractual Research unit ([https://www.health.belgium.be/en/contractual-research](https://www.health.belgium.be/en/contractual-research)), under “Open Calls”.

- **Annex 3** is the template for drafting the RT full proposal.
- **Annex 7** contains important information for estimating the budget.
- **Annex 8** must be used for drawing up the budget.

The RT full proposal shall be drawn up either in one or a combination of the national languages, or else entirely in English.

### 2.2.2 Submitting RT full proposals

The RT full proposal and accompanying budgetary information should only be submitted electronically via e-mail to contractual.research@health.fgov.be

- RT full proposal (annex 3) in Word and searchable pdf
- budgetary tables (annex 8) in Excel

**The deadline for submitting the RT full proposals (step 2) is Friday, 23 SEPTEMBER 2022 at 12 noon sharp.**

### 2.2.3 Evaluation of the RT full proposals

#### 2.2.3.1 Eligibility of the RT full proposals

The eligibility of the RT full proposals is assessed by the Contractual Research unit based on:

1. **timely submission:** by Friday, 23 September 2022 at 12 noon sharp.
   The date and the time of the e-mail shall constitute proof.

2. **form**
   - the proposal must be submitted in accordance with the template and the guidelines set out in annex 3;
   - the indicated limits must be respected and the font of the text (Times New Roman, font size 12) may not be modified;
• the application shall consist of no more than 30 pages, excluding the title page and the identification of the promoters, but including the budgetary tables and the bibliography;
• annexes are not accepted, with the exception of the budgetary tables that are expected both in the proposal and separately submitted as an Excel document;
• the application shall be drafted either in one or a combination of the national languages, or entirely in English.

Please note: the full proposal will be declared ineligible if it does not comply with the above conditions.

2.2.3.2 Evaluation of the contents of the RT full proposals

The full proposals will be assessed by an Expert panel based on the following five criteria:

- the scientific quality compared with international standards, and the level of expertise of the research institution(s)
- the quality of the work plan
- the originality of the approach
- the feasibility in relation to the objectives set, the work plan, the organisation and the requested budgetary resources
- the relevance of the project with regard to the objectives to be achieved as described in the call.

The promoters are invited to explain their project at the consensus meeting of the Expert panel. Nevertheless, it is extremely important to draft the project proposal clearly, completely and with the greatest care.

The advice of the Expert panel is submitted to the Evaluation Committee. After this - and at the latest in February 2023 - the Contractual Research unit informs the promoters about the result. The competent Minister ratifies the final advice in a ministerial decree.
3. OPEN CALL (RF-PROJECTS)

The RF project proposals are evaluated in two steps:
   Step 1: RF pre-proposal
   Step 2: RF full proposal.

The running time allowed for RF projects is minimum 12 months and maximum 48 months. The requested grant and its distribution must correspond with the real cost in relation to the duration, the nature, the required equipment and expertise of the research needed to achieve the objectives pursued.

3.1 STEP 1: RF PRE-PROPOSAL

3.1.1 Drafting the RF pre-proposals

The following documents and templates are relevant for RF project proposals. Electronic versions are available on the website of the Contractual Research unit (https://www.health.belgium.be/en/contractual-research), under “Open Calls”.
   - Annex 4 is the template for drafting the RF pre-proposal.
   - Annex 7 contains important information for estimating the budget.
     For your information: annex 8 must only be submitted in the second step.

The RF pre-proposal shall be drawn up either in one or a combination of the national languages, or else entirely in English.

3.1.2 Submitting RF pre-proposals

The project proposals should only be submitted electronically, in Word and searchable pdf format, via e-mail to contractual.research@health.fgov.be.

The deadline for submitting the RF pre-proposal (step 1) is Tuesday, 26 APRIL 2022 at 12 noon sharp.

3.1.3 Evaluation of the RF pre-proposals

3.1.3.1 Eligibility of the RF pre-proposals

The eligibility of the RF pre-proposals assessed by the Contractual Research unit, in consultation with the Directorate-General Animals, Plants and Food and the Federal Agency for the Safety of the Food Chain (FASFC). This is done on the basis of the following administrative and content-related criteria:
   1. timely submission: by Tuesday, 26 April 2022 at 12 noon sharp. The date and the time of the e-mail shall constitute proof.
   2. the form
      - the proposal must be submitted in accordance with the template and the guidelines set out in annex 4;
      - the indicated limits must be respected and the font of the text (Times New Roman, font size 12) may not be modified;
• the application shall consist of no more than 6 pages, excluding the title page and the identification of the promoters; annexes (such as bibliography) are not accepted;
• the application shall be drawn up either in one or a combination of the national languages, or entirely in English.

3. composition of the consortium: only Belgian research institutions may participate in the consortium.
Foreign expertise can only be introduced by subcontracting, under the conditions stated in annex 7 - Important information regarding the budget.

4. absence of overlap with the topics in the thematic call (RT) or with existing or ongoing research.
Research that is complementary to existing or ongoing research is eligible, provided that its complementarity is clearly justified.

5. fields of research involved: the research topic must fit within the competences of Contractual Research

Please note: the pre-proposal will be declared ineligible if it does not comply with the above conditions.

In general, the research topics should fall within the fields of food safety, animal health and/or plant health. The research must support or help prepare the policy in these fields. More specifically this means that the research must provide knowledge that supports the Government, in particular the FPS Health and the Federal Agency for the Safety of the Food Chain (FASFC), in one or more of its tasks, including:

▪ drafting or amending legislation, recommendations or advice
▪ drafting or adjusting control programs or (auto)control guides
▪ developing strategies for risk assessment or risk management strategies
▪ implementing (analysis) methods for checking compliance with regulatory requirements
▪ taking measures in crisis situations
▪ setting priorities or responding to new developments.

The research topic may not fall within the competence of the regional authorities unless the aspects that fall within the regional competence are co-funded. If the project proposal contains work packages or parts of these that are outside the specific scope of Contractual Research, these must be funded by an external funding source as well. Exceptions to this will be evaluated on a case-by-case basis taking into account their importance for animal health, plant health and food safety under the competence of the federal governments. The valorisation of new knowledge by the Government can take place at national, European and/or international level. The Government is entitled to a general and no-cost use of the results for the support of its policy. The project proposal must therefore be designed in such a way that all results can be communicated in detail to the Government (FPS Health and FASFC).
The table below provides a (non-exhaustive) overview of subjects that may and may not fit within the scope of Contractual Research. Because a sharp delineation is not always possible, experts of the FPS Health and the FASFC assess the substantive admissibility of each pre-proposal. Some of the examples included arise from the eligibility assessment of recent calls. The experts of the FPS Health and the FASFC reserve the right to evaluate any research project on the basis of its specific characteristics with regard to the eligibility criteria.

We recommend you to consult the overview of running and concluded projects as well, which is published on the website of the Contractual Research unit.

If you are unsure of the eligibility of your research idea, you can, before submitting it, contact the scientific counsellors of the Contractual Research unit (Dr. Ria Nouwen or Dr. Valérie VanMerris, see also point 7. Additional information).
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<th>General</th>
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<tr>
<td>Food Safety</td>
<td>• throughout the chain (primary production, processing, packaging, storage) up to the time of consumption: chemical and microbial contaminants, toxins, additives, flavourings, enzymes, processing aids, food contact materials, nutritional supplements, novel foods, GMOs, allergens, residues of plant protection products in foodstuffs, decontaminants, residues of biocides in foodstuffs, …</td>
<td>• research in preparation for admission or reassessment files for additives, novel foods, flavours, food enzymes, plant protection products, decontamination products, biocides, (recycled) food contact materials ….</td>
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<td>• emerging risks</td>
<td>• research into evidence of health claims and health benefits</td>
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<td>• antimicrobial resistance</td>
<td>• research into food safety of crops grown by private individuals, unless this influences or provides insights into the food safety of the general population</td>
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<td>• developing new risk assessment aspects or methods</td>
<td>• human clinical examination</td>
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<td></td>
<td>• developing new methods for sampling and/or analysis</td>
<td>• pure environmental research unless, for example, research into environmental contaminants in food</td>
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<td>• risk assessments</td>
<td>• biodiversity research</td>
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<td></td>
<td>• intake studies</td>
<td>• sustainability research, unless there is a clear link with food safety</td>
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<td>• research into presence, concentrations and/or prevalences of chemical and microbial contaminants in foodstuffs</td>
<td>• nutritional policy-based research (intake of sugar, salt, fat, …) unless there is a clear link with food safety</td>
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<td>• research into sources, routes, reduction and prevention of contaminants in foodstuffs (when animal feed is a source, research can involve animal feeds)</td>
<td>• research into nutrient enrichment, unless this affects food safety policy (e.g. overdose risk)</td>
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<td>• exploring the impact of existing and potential control measures</td>
<td>• research into the impact of exposure to chemical agents (e.g. plant protection products) by inhalation or skin contact on the health of employees or individuals</td>
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<td></td>
<td>• in vitro, in silico and ex-vivo toxicological examination or animal tests for contaminants</td>
<td>• routine checks on compliance with existing standards</td>
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<td>• investigating the transfer of chemical and microbial contaminants of animal feed via animals to animal products</td>
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<td>• fraud research in relation to food safety</td>
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<tr>
<td>General</td>
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<td><strong>Animal Health</strong></td>
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| Research into diseases, pathogens and/or their vectors in animals, including bees | • development of new diagnostic methods for animal diseases  
• epidemiological research  
• risk factor research  
• antimicrobial resistance and other cross-species risks  
• developing new risk assessment aspects or methods  
• developing new or improved methods for sampling and/or analysis  
• basic research for the identification of vaccine antigens / proof-of-concept research for the testing of vaccine antigens and vaccine applications under specific Belgian animal husbandry conditions  
• exploring the impact of possible disease control measures  
• study of zoonotic pathogens (whether or not they are sickening to animals)  
• research into chemical and microbial contaminants, toxins, ... which may adversely affect animal health, via animal feed or other contamination routes  
• (re-)emerging risks  
• disease warning and monitoring systems | • mere clinical research in pet animals  
• mere zootechnical research  
• genetic selection except when it is related to disease resistance  
• nutritional research  
• mere animal welfare research (e.g. lameness)  
• routine checks on compliance with existing standards  
• research into diseases in wild fauna, companion animals or food-producing animals kept by private individuals, unless these have an impact on animal health or food safety  
• drug research  
• pure environmental research |
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<td><strong>Plant Health</strong></td>
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| Research into organisms that are harmful to cultivated and / or wild plants, in particular quarantine organisms and organisms that are new, unknown or whose dissemination is limited and for which more information is required in the context of a future regulation (classification as quarantine organism) or future plant health policy (prevention, eradication, containment) | • determination of the occurrence, distribution (pest status) and settlement potential  
• study of biology  
• epidemiological research  
• exploring the impact of possible control measures  
• developing new risk assessment aspects or methods  
• development of new methods for warning, surveillance, monitoring, sampling and / or diagnosis, identification or quantification  
• risk assessments  
• providing scientific elements for Pest Risk Assessments (PRA) | • research into regulated non-quarantine organisms and organisms that clearly do not meet the criteria for classification as quarantine organism  
• research into invasive species under Regulation 1143/2014  
• plant breeding research, except when the breeding concerns greater (phytosanitary) disease resistance  
• research into sustainable agriculture, except when it is in the field of phytosanitary policy  
• pure research into developing or improving integrated pest management (IPM)  
• environmental research, except when it is in the field of phytosanitary policy  
• biodiversity research, except when it is in the field of phytosanitary policy  
• routine checks on compliance with existing standards |
3.1.3.2 Evaluation of the content of the RF pre-proposals

Eligible RF pre-proposals are assessed by the Evaluation Committee according to the following modalities:

1. The **relevance score** (out of 30 points) is awarded as an indication of the opportunity and the suitability as a policy-supporting research and its potential impact. More specifically the following elements will be assessed:
   - its positioning with regard to the priorities of the federal authorities
   - the value and usability of the expected results
   - the solution-oriented approach of the research
   - the added value with regard to ongoing or existing research
   - the potential contribution to policy decisions
   - the timing in relation to the policy agenda
   - the quantitative importance
   - the severity of the problem
   - the budgetary impact
   - the social and ethical impact
   - the relevance in relation to sectoral needs

   Only the RF pre-proposals with a relevance score of at least 21/30 will be included in the scientific evaluation.

2. The **scientific score** (out of 20 points) is allocated as an indication for
   - the scientific level
   - the methodology
   - the originality
   - the feasibility

   of the proposed research.

The RF pre-proposals that obtain a scientific score of at least 13/20 are ranked on the basis of their total score (50 points) and per area of activity. Based on this ranking, the advice of the Evaluation Committee and the available research budget of the FPS Health, a priority and reserve list of RF pre-proposals is drawn up.

The coordinators will be informed about the result by the Contractual Research unit early July 2022.

3.2 **STEP 2: RF FULL PROPOSAL**

In the second step, the coordinators of the priority and reserve RF pre-proposals are asked to submit an elaborated and detailed full proposal. The reserve RF project proposals go through the same evaluation procedure as the priority project proposals.

3.2.1 Drafting the RF full proposals

The full proposal may, in principle, not deviate from the pre-proposal with regard to the research questions and the methodology used, unless explicitly requested by the Contractual Research unit. If you would like to make changes on your own initiative, you must contact the scientific counsellors of the Contractual Research unit (Dr. Ria Nouwen or Dr. Valérie Van Merris, see also point 7. Additional information) before submitting the full proposal. Changes compared to the pre-proposal must be stated and justified in the section “history of changes” provided for this purpose.
Attention! The requested grant stated in the full proposal cannot be higher than the amount specified in the pre-proposal.

The following documents and templates are relevant for the free project proposals. Electronic versions are available on the website of the Contractual Research unit ([https://www.health.belgium.be/en/contractual-research](https://www.health.belgium.be/en/contractual-research)), under “Open Calls”.
- Annex 5 is the template for drafting the RF full proposal.
- Annex 7 contains important information for estimating the budget.
- Annex 8 must be used for drawing up the budget.

The RF full proposal shall be drawn up either in one or a combination of the national languages, or else entirely in English.

### 3.2.2 Submitting RF full proposals

The RF full proposal and accompanying budgetary information should only be **submitted electronically** via e-mail to contractual.research@health.fgov.be
- RF full proposal (annex 5) in Word and searchable pdf
- budgetary tables (annex 8) in Excel

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The deadline for submitting the RF full proposal (step 2) is Friday, 23 SEPTEMBER 2022 at 12 noon sharp.

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### 3.2.3 Evaluation of the RF full proposals

#### 3.2.3.1 Eligibility of the RF full proposals

The eligibility of the RF full proposals is assessed by the Contractual Research unit based on the following administrative criteria:

1. **timely submission**: by **Friday, 23 September 2022 at 12 noon sharp**. The date and the time of the e-mail shall constitute proof.
2. **form**
   - the proposal must be submitted in accordance with the template and the guidelines set out in annex 5;
   - the indicated limits must be respected and the font of the text (Times New Roman, font size 12) may not be modified;
   - the application may not exceed 30 pages, excluding the title page and the identification of the promoters but including the budgetary tables and bibliography;
   - annexes are not accepted, with the exception of the budgetary tables that are expected both in the proposal and separately as an Excel document;
   - the application shall be drawn up either in one or a combination of the national languages, or entirely in English.

---

Please note: the full proposal will be declared ineligible if it does not comply with the above conditions.
3.2.3.2 Evaluation of the content of the RF full proposals

The RF full proposals are assessed by an Expert panel on the following four criteria:

a. the scientific quality with respect to international standards, and the level of expertise of the research institution(s)

b. the quality of the work plan

c. the originality of the approach

d. the feasibility in relation to the objectives set, the work plan, the organisation and the requested budgetary resources.

The promoters are invited to explain their project at the consensus meeting of the Expert panel. Nevertheless, it is extremely important to draft the project proposal clearly, completely and with the greatest care.

The advice of the Expert panel is submitted to the Evaluation Committee. After this - and at the latest in February 2023 - the Contractual Research unit informs the promoters about the result. The reserve projects can only be funded if budget becomes available from the RT channel of the priority RF group. The competent Minister ratifies the final advice in a ministerial decree.
4. TRANSNATIONAL CALL (RI-PROJECTS): plant health – Euphresco

The RI project proposals are evaluated in two steps:
   Step 1: RI Expression of Interest
   Step 2: RI full proposal

The FPS Health foresees €200,000 to the transnational call. A maximum of €100,000 can be requested per topic. Since four topics are included, there might be insufficient budget.

This method is used because a number of the selected topics may be dropped at a later stage, for example because there is insufficient interest from the other transnational partners. At the latest on Tuesday, March 22nd, 2022, the Contractual Research unit will publish a first update of the topics on its website. A definitive list will not be available until mid-November 2022. Even after the start of the second step, topics can therefore still be dropped.

Applicants should take into account that the Belgian coordinator may also be designated as the scientific coordinator of the transnational project. This will at least be the case for the topic “2022-A-412 The use of heat- (incl. hot water) treatments to eliminate plant pests (HETREAT)”, as this transnational topic was introduced by the FPS Health – Contractual Research unit.

The requested grant and its distribution must correspond with the real cost in relation to the duration, the nature, the required equipment and expertise of the research needed to achieve the objectives pursued.

4.1 STEP 1: RI EXPRESSION OF INTEREST

4.1.1 Drafting the RI Expressions of Interest

The following documents and templates are relevant for the international project proposals. Electronic versions are available on the website of the Contractual Research unit (https://www.health.belgium.be/en/contractual-research), under “Open Calls”.

- The research topics of the international call are listed in annex 1.
- Annex 6 is the template for drafting the RI Expression of Interest.
- Annex 7 contains important information for estimating the budget. *For information: annex 8 must not be submitted.*

The RI Expression of Interest shall be drawn up entirely in English.

4.1.2 Submitting the RI Expressions of Interest

The Expressions of Interest should only be submitted electronically, in Word and searchable pdf format, via e-mail to contractual.research@health.fgov.be.

The deadline for submitting the RI Expression of Interest (step 1) is Tuesday, 26 APRIL 2022 at 12 noon sharp.
4.1.3 Evaluation of the RI Expressions of Interest

The Expressions of Interest is assessed by the Contractual Research unit, in consultation with the Directorate-General Animals, Plants and Food and the Federal Agency for the Safety of the Food Chain (FASFC). The criteria are the following:

1. **timely submission:** by **Tuesday, 26 April 2022 at 12 noon sharp.** The date and the time of the e-mail shall constitute proof.

2. **form**
   - the proposal must be submitted in accordance with the template and the guidelines set out in annex 6;
   - the indicated limits must be respected and the font of the text (Times New Roman, font size 12) may not be modified;
   - the application shall consist of no more than 4 pages, excluding the title page and the identification of the promoters; annexes (such as bibliography) are not accepted;
   - the application shall be drawn up in English.

3. **accordance with a topic**
   Only RI Expressions of Interest corresponding to one of the topics listed in annex 1 (plant health – Euphresco) are eligible.

4. **absence of overlap** with existing or ongoing research.
   Research that is complementary to existing or ongoing research is eligible, provided that its complementarity is clearly justified.

5. **composition of the consortium:** only Belgian research institutions may participate in the consortium.
   Foreign expertise can only be introduced by subcontracting, under the conditions stated in annex 7 - Important information regarding the budget.

**Please note:** the Expression of Interest will be declared ineligible if it does not comply with the above conditions.

If you are unsure of the eligibility of your research idea, you can contact the competent scientific counsellor of the Contractual Research unit before submitting your proposal (Dr. Ria Nouwen, see also point 7. Additional information).

The coordinators will be informed of the result by the Contractual Research unit the beginning of June 2022 at the latest.

4.2 **STEP 2: RI FULL PROPOSAL**

In a second step, the promoters of eligible RI Expressions of Interest are asked to submit an elaborated and detailed full proposal.

This step will be managed by the Euphresco-secretariat (Mr Baldissera Giovani, Euphresco coordinator). The applicants will receive the guidelines and templates by mid-July 2022.

**The deadline for submitting the RI full proposal to Euphresco is Friday, 23 SEPTEMBER 2022 at 12 noon sharp.**
The evaluation of the project proposals is performed by an international panel of experts and should be finalised no later than **mid-November 2022**.

The evaluation of the panel of experts is submitted for advice to the Evaluation Committee. The competent Minister ratifies the final advice in a ministerial decree.
5. PROTECTION OF PERSONAL DATA

The following information relates to the protection of your personal data. This is the data that allows you to be identified, directly or indirectly.

When you submit of a project proposal, the unit Contractual Research collects personal data in accordance with the legislation in force and the procedure applied by the FPS Health (https://www.health.belgium.be/en/privacy).

5.1 Legal bases and purposes of the processing operations

In the context of the legal assignment relating to the allocation of grants for scientific research¹, the Contractual Research unit collects and processes personal data with the aim of:
- informing you (transmission of the call for submission of new project proposals)
- answering your questions
- handling the projects that concern you

5.2 Processed data

The table below lists the situations wherein personal data is collected and processed automatically.

<table>
<thead>
<tr>
<th>Situations</th>
<th>Data collected and processed</th>
</tr>
</thead>
</table>
| You submit a project proposal, you contact us through an electronic form, an e-mail or a telephone call. | Surname, first name and e-mail address number that you have provided.  
Exchange of e-mails through the contact form and exchanging messages.  
Meta data that may or may not be related to your e-mail.  
Your postal address for the sending of documents and/or publications. |
| You visit the internet pages of Contractual Research. | IP address. |

Other personal data that may be processed are listed in the data processing register.

5.3 Storage duration

Data related to the project proposals will be stored by the Contractual Research unit up to 10 years after the finalisation of the project. The storage duration of IP-addresses is 12 months.


¹Koninklijk Besluit van 18 november 2015 tot vaststelling van de voorwaarden van toekenning van toelagen voor wetenschappelijk onderzoek inzake voedselveiligheid en sanitair beleid van dieren en planten
5.4 Security
The FPS Health guarantees the security (integrity and confidentiality) of your personal data. It is protected against unauthorised access, unauthorised use, loss and unauthorised changes.

To this end, security methods and procedures are being used. Appropriate physical, technical and organisational measures are taken to guarantee a level of security that is appropriate with regard to the risks.

5.5 Right of inspection, modification, objection and deletion
You have certain rights relating to the personal data that we use: the right of inspection, the right of modification, the right to object and the right to have data deleted.

In order to exercise your rights, please send an e-mail or letter to our Data Protection Officer together with a scanned copy or paper copy of your identity document containing your signature to the following address:

FPS Health, Food Chain Safety and Environment
Galileelaan 5/2
1210 Brussels
dpo@health.fgov.be

5.6 Complaints
If you consider that the FPS Health has not processed your personal data in accordance with the applicable regulations, you are entitled to lodge a complaint with the Data Protection Authority:

Data Protection Authority
Drukpersstraat 35
1000 Brussel
contact@apd-gba.be
## 6. DEFINITIONS & ABBREVIATIONS

### Areas of activity
The areas of activity of Contractual Research are food safety and health policy (sanitary policy) of animals and plants.

### Consortium
Set of institutions or departments that perform the research project, represented by the coordinator and the promoters.

### Contractual Research unit
The administrative unit of the FPS Health in charge of
- the organisation and management of the selection of projects within the areas of activity;
- the administrative, financial and scientific follow-up of the projects selected for funding.

### Coordinator
Promoter leading the project and acting as the contact person for the consortium.

### Evaluation Committee
The advisory board, composed of representatives from the FPS Health, from the FASFC and from experts who are part of the research institutions of the communities. The Evaluation Committee advises the Minister on the modalities of the call, the granting of the subsidies and the procedures regarding the selection, follow-up and evaluation of the projects.

### Expert panel
A group of experts who carry out a scientific evaluation of project proposals.

### FASFC
Federal Agency for the Safety of the Food Chain

### FPS Health

### Promoter
The representative of an institution that is part of (the consortium of) the research project.

### RF Free Research
Free research projects where the promoters determine the research topic.

### RI International Research
Transnational research projects, the research topics of which fall within the areas of activity.

### RT Targeted Research
Targeted research projects, the research topics of which have been established in advance by the authorised Minister(s).
7. CONTACT INFORMATION

Please contact the scientific counsellors of the Contractual Research unit for additional information:

Dr. Ria NOUWEN  
Tel. +32 2 524 90 92 – ria.nouwen@health.fgov.be

Dr. Valérie VAN MERRIS  
Tel. + 32 2 524 90 94 – valerie.vanmerris@health.fgov.be
ANNEXES
### Research topics RT-projects

<table>
<thead>
<tr>
<th>TOPICS</th>
<th>Maximum duration (months)</th>
<th>Maximum grant</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Animal health</strong></td>
<td></td>
<td></td>
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<tr>
<td>1 New mapping of sensitive natural areas in Belgium and dynamics of exposure of industrial and hobby poultry farms for the risk of exposure to low and highly pathogenic influenza viruses (FLUCART)</td>
<td>24</td>
<td>€ 200,000</td>
</tr>
<tr>
<td>2 Validation of gE tank milk testing for maintaining IBR-free status (MilkIBR)</td>
<td>24</td>
<td>€ 200,000</td>
</tr>
<tr>
<td><strong>Plant health</strong></td>
<td></td>
<td></td>
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<tr>
<td>3 Newly emerging risks of pests for plants and plant products in Belgium (EMPHYPEST)</td>
<td>30</td>
<td>€ 250,000</td>
</tr>
<tr>
<td>4 Evolution of potato cyst nematode populations in Belgium and control strategies (GLOBEVO)</td>
<td>36</td>
<td>€ 200,000</td>
</tr>
<tr>
<td><strong>Food safety</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Study on the concentration of nicotinic acid in fresh meat, minced meat, meat preparations and meat products (NICOMEAT)</td>
<td>12</td>
<td>€ 100,000</td>
</tr>
<tr>
<td>6 Pathogenic <em>Bacillus cereus</em> in foodstuffs: origin, growth and production of cereulide (BAGROCEP)</td>
<td>24</td>
<td>€ 200,000</td>
</tr>
<tr>
<td>7 Research on PFAS contamination in the food chain (PFASFORWARD)</td>
<td>48</td>
<td>€ 400,000</td>
</tr>
</tbody>
</table>
## Research topics RI-projects: plant health - Euphresco

<table>
<thead>
<tr>
<th>TOPICS</th>
<th>Maximum duration (months)</th>
<th>Maximum grant^1</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Plant health</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2022-A-410 Frass-based detection of wood boring pests</td>
<td>24-36</td>
<td>€ 100,000</td>
</tr>
<tr>
<td>2022-C-412 The use of heat- (incl. hot water) treatments to eliminate plant pests (HETREAT)</td>
<td>24-36</td>
<td>€ 100,000</td>
</tr>
<tr>
<td>2022-F-415 <em>Meloidogyne enterolobii</em> – Survival under temperate climate conditions and distribution</td>
<td>24-36</td>
<td>€ 100,000</td>
</tr>
<tr>
<td>2022-A-418 Influence of incubation of wood samples on detection of pine wood nematode (PWN)</td>
<td>12-24</td>
<td>€ 100,000</td>
</tr>
</tbody>
</table>

^1 The FPS Health foresees € **200,000** to the transnational call. A maximum of € 100,000 can be requested per topic.
1. New mapping of sensitive natural areas in Belgium and dynamics of exposure of industrial and hobby poultry farms for the risk of exposure to low and highly pathogenic influenza viruses (FLUCART)

Background

In recent years, Europe has experienced an upsurge in cases of highly pathogenic avian influenza (HPAI) in its industrial (commercial) and hobby (non-commercial) poultry farms, mainly caused by H5Nx clade 2.3.4.4 type viruses. This upsurge is concomitant with a worldwide panzootic of H5Nx HPAIv cases. HPAIv epidemics in the poultry sector are closely linked to the migration of wild birds, which continually import new strains of HPAIv into the wildlife, where they can establish themselves in an endemic state and from there cause spill-over into the poultry sector. Currently, only biosecurity measures (confinement /housing, protective nets, etc.) can be put in place to prevent such introduction into the poultry sector. These measures usually apply at national level but have severe economic and animal welfare consequences.

Areas of facilitated contact between wild and captive poultry species have been identified in the past. However, they can be reviewed to update and gain a more accurate view of the current risk areas, allowing the risk manager to target and maximise the efficiency of its actions.

Research questions

- Determine in advance and on the basis of the hydrological profile, the risk areas in Belgium for contact between wild (non-captive) birds on the one hand and (captive) poultry species and other ornamental birds on the other hand.
- Develop a pertinent sampling strategy in these areas that is representative in time and space for poultry species (commercial and non-commercial sectors) as well as wild birds.
  From the avian samples collected, establish the genetic profile and the pathogenicity of the strains circulating in these areas and compare them with the most recent profiles for the whole country.
- Depending on the results obtained, re-edit as precisely as possible (minimum NUTS 3, or even up to NUTS 4/LAU 1) the current map of sensitive natural areas where there is a risk of contact between poultry from either the commercial or non-commercial sector and wild birds.

Maximum budget: € 200,000
Maximum duration: 24 months
2. Validation of gE bulk milk testing for maintaining IBR-free status (MilkIBR)

Context

Belgium has a national eradication programme for IBR (Infectious Bovine Rhinotracheitis) in place since January 2007. For the first 5 years, this was a voluntary programme. Since 5 January 2012, the programme has been mandatory in order to achieve an IBR-free status for Belgium. The Belgian IBR eradication programme was officially approved by the European Commission on 8 October 2014. Belgium acquires the ‘Article 9’ status and could therefore impose conditions on intra-community trade.

Since 21 April 2021, the new European Animal Health Law\(^1\) (AHL) has been in force. Article 85 of the Delegated Regulation 2020/689\(^2\) supplementing this AHL provides that Member States which have an officially approved eradication programme in place at the time of entry into force of the AHL may maintain this status for a maximum period of 6 years, provided that the national programme is adapted to the new rules of the AHL.

Furthermore, this Delegated Regulation 2020/689 sets out the new rules on IBR.

Annex III, Section 4 of this Regulation 2020/689 establishes the diagnostic methods for granting and maintaining IBR-free status. This annex allows the use of (bulk) milk testing only in non-vaccinated cattle, notwithstanding the presence of DIVA-vaccinated cattle on a farm with free status. Moreover, the limit for the pooled samples is set quite strictly.

In Belgium the matrix bulk milk has been allowed on predominantly milk-supplying farms since 2020 to maintain the IBR-free status, whereby a gE ELISA is used as test method. This was done on the basis of findings in an earlier FPS-funded project (RF 12/6263 IBRDIA\(^3\)). On predominantly milk-supplying farms, periodic bulk milk testing is a cost- and labour-saving alternative to (annual) serological screening for maintaining a free status. In addition, bulk milk testing allows early detection of possible contamination: unlike an annual sampling, bulk milk samples are taken at a minimum of 6 times throughout the year, as opposed to an annual blood sampling.

In Belgium, there were approximately 6,680 predominantly milk-supplying farms in 2021. Today, some 2,600 companies in Belgium use bulk milk to maintain the IBR-free status.

The aim of this project is to investigate whether the current testing methods included in the Belgian eradication programme, as part of maintaining the IBR-free status, are at least equivalent to the testing methods included within the AHL (annual serological screening/sampling). As part of the eradication programme, the majority of Belgian cattle farms have been vaccinated in recent years. There is a need for DIVA diagnostics; the gE-ELISA test on bulk milk is a useful tool for predominantly milk-supplying farms in this context.

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\(^3\) RF 12/6263 IBRDIA – Support of the IBR (Infectious Bovine Rhinotracheitis) control programme by optimization of diagnostic detection methods
The government aims to be able to submit a dossier to the European Commission by 2027 with an application to obtain IBR-free status at Belgian level. In order to substantiate this dossier, it should be demonstrated that the IBR gE ELISA performed on bulk milk samples, as used in the Belgian eradication programme, is a testing regime at least equivalent to those currently included in the AHL.

Furthermore, the AHL imposes a maximum number of cattle per bulk milk sample, which in many cases excludes the bulk milk matrix on professional dairy farms with more than 100 cattle per tank. Here, too, there is a need to consider how this can be translated to the Belgian context.

**Research questions**

1. Is periodic sampling via the matrix bulk milk (minimum 6 to 9 times a year) and testing with the IBR gE ELISA on farms where DIVA-vaccinated cattle are present equivalent to serological monitoring based on individual samples taken during an annual random sampling in the context of maintaining the IBR-free status? For the serological sample, it is accepted that this method has a detection limit of 10%. For the bulk milk tests, it must be demonstrated that one (weakly) positive animal can be detected in the pooled sample.

2. Is the limitation of 100 milk samples within a bulk milk sample an obstacle for maintaining the IBR-free status on the current milk-supplying farms in Belgium? Is the sensitivity of current diagnostic methods* sufficient when applied to larger farms (more cattle in a tank)?

   * **ELISA for the detection of total antibodies specific to BoHV-1 or antibodies targeting BoHV-1 glycoprotein B**
   * **ELISA for the detection of antibodies targeting BoHV glycoprotein E**

**Maximum budget:** € 200,000  
**Maximum duration:** 24 months
3. Newly emerging risks of pests for plants and plant products in Belgium (EMPHYPEST)

Context

Under the new plant health legislation, the list of EU quarantine organisms is set out in Annex II of the Implementing Regulation (EU) 2019/2072. In case of a finding, measures need to be imposed to eradicate this organism, unless it is a quarantine organism known to occur in limited numbers in the EU and for which containment is allowed at a European level (Annex II, part B).

In addition to pest organisms already listed, monitoring and protection against new risks was also stepped up:

- A list of high-risk plants, plant products and other materials has been established. These are prohibited for import into the EU until a dossier on the matter has been submitted to and evaluated by the EFSA (European Food Safety Agency) and further assessed at an EU level.
- Various information channels (scientific literature, import interception reports, media publications, outbreak data in the EU or third countries, etc.) are monitored by the EPPO (European and Mediterranean Plant Protection Organisation), the EFSA, the European Commission and the Member States in order to more rapidly identify information on changing situations or findings in the EU and in third countries.

It is essential that, after identification of a new organism presenting a risk, there is monitoring and evaluation of the phytosanitary risk and of the possible need for action in the EU. An important element here is the occurrence or non-occurrence and the degree of spread of the pest in the EU (see the conditions for qualifying a pest as a quarantine organism laid down in Article 3 of Regulation 2016/2031).

However, in a great number of cases, there is a lack of sufficiently targeted, research-based information on the current phytosanitary situation of these organisms in the EU (in this case, Belgium).

The issue also arises for organisms considered as quarantine by third countries and for which Belgium cannot provide sufficient information regarding the pest status to meet the international obligations in this regard.

Conducting a survey is the most reliable way to determine or verify such status (ISPM 8, revised version for 2021). In addition, for some of these organisms, there is a need for diagnostic method development or further knowledge-building.

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2 Commission Implementing Regulation (EU) 2018/2019 of 18 December 2018 establishing a provisional list of high-risk plants, plant products or other objects within the meaning of Article 42 of Regulation (EU) 2016/2031 and a list of plants for which a phytosanitary certificate is not required for introduction into the Union within the meaning of Article 73 of that Regulation
Given that the new plant health legislation places a stronger emphasis on prevention, timely awareness-raising among scientists, operators and the general public is important. Research into the presence of new high-risk pests can make an important contribution to this.

Research questions

Based on a number of ongoing policy-regulatory initiatives for which additional research data is needed, a selection of pests was drawn up. The research proposal should include a justified choice from this list of pests, taking into account the interrelationship of the selected pests (e.g. taxonomic group, host plant, sector/crop), the monitoring of at least two and, if possible, three growing seasons and the necessary budget. At least six of the proposed organisms should be included.

- What is the phytosanitary status of selected pests in Belgium?
- What methodology and monitoring plan is appropriate to underpin this, taking into account biology, geographical distribution, host plants, introduction and establishment potential?
- What additional research is needed (such as the finalisation/validation of diagnostic methods and research into the susceptibility of host plants, …)?

List of pests:
- Chionaspis pinifoliae
- Crisicoccus pini
- Toumeyella parvicornis
- Phenacoccus solenopsis
- Garella musculana
- Pochazia shantungensis
- Colletotrichum sp. with problem as recently identified in the EFSA assessments: C. fructicola, C. plurivorum, C. siamense, etc.
- Phytophthora species: Phytophthora pluvialis; Phytophthora nemorosa, Phytophthora hibernalis, Phytophthora austocedri, Phytophthora lateralis

Maximum budget: € 250,000
Maximum duration: 30 months
<table>
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<tr>
<th>4. Evolution of potato cyst nematode populations in Belgium and control strategies (GLOBEVO)</th>
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**Background**

The control strategy for potato cyst nematodes (*Globodera rostochiensis* and *G. pallida*) that was applied since 2010 (implementation of Council Directive 2007/33/EC of 11 June 2007 on the control of potato cyst nematodes and repealing Directive 69/465/EEC) has been repealed on 31/12/2021 and replaced by a regulation to align it with the new plant health regulation (Regulation (EU) 2016/2031).

Since 2010, the presence of *Globodera* spp. has been monitored throughout the territory of Belgium and before planting, compulsory analyses are carried out on all plots for the production of seed potatoes or plants for planting. More than 500 plots have been officially declared infested and are subject to official control measures (prohibition on growing plants for planting, possibility of producing ware potatoes provided that resistant varieties are used, etc.). In addition to these official controls, growers are able to carry out their own self-checking analyses before planting potatoes and can receive assistance from research organisations to develop their own control methods. Current results show a dominance of *G. rostochiensis* infestations but also an increasing presence of *Globodera pallida*, especially in areas where farm-saved seed potatoes are grown. In addition, populations of potato cyst nematodes with increased pathogenicity have been reported by Germany and the Netherlands.

During this period, several research projects were funded in the context of potato cyst nematode control, including RF 07/6188 GLOBODERA\(^1\), RT 08/11 COBEGLO\(^2\) and RF 12/6264 DIVERGENCE\(^3\).

**Research questions**

1. How have the populations of *Globodera* spp. evolved in the different Belgian potato production areas in terms of species (distribution of the different species), pathogenicity (virulence, bypassing of varietal resistances, reproduction rate, impact of the pest on production, etc.)? What are the factors that determine this evolution?

2. What control strategies should be put in place to prevent the development of new, more pathogenic populations and ensure their effective management where they appear?
   a. Are the current monitoring and analysis methods effective in detecting the emergence of populations with increased pathogenicity? If not, what methods of monitoring and rapid pathogenicity testing should be put in place?
   b. Are the current control methods effective in relation to the emergence of populations with increased pathogenicity? If not, what control measures should be put in place at national, local or plot level (e.g. rotations, rational use of resistant varieties, tare land treatment/management)?

---

\(^1\) RF 07/6188 GLOBODERA - Situation and risk analysis of the spread of the potato cyst nematode (*Globodera spp.*) in the potato sector
\(^2\) RT 08/11 COBEGLO - Cost-benefit analysis of the control of *Globodera rostochiensis* and *G. pallida*
\(^3\) RF 12/6264 DEVIRGENCY - Detection of low cyst densities, knowledge of virulence groups and generation time of *Globodera spp.* as management tools for the potato cyst nematode
c. What recommendations could be made to operators to prevent and reduce these infestations as much as possible (e.g. self-checking with rapid on-site diagnostic tools)?

The results of the available international research will have to be taken into account to answer these questions.

Maximum budget: € 200,000
Maximum duration: 36 months
5. Study on the concentration of nicotinic acid in fresh meat, minced meat, meat preparations and meat products (NICOMEAT)

Background

Vitamin B3 (C\textsubscript{6}H\textsubscript{5}NO\textsubscript{2}) is a water-soluble vitamin that consists of two molecules: nicotinic acid and its amide, nicotinamide. It is naturally present in a certain ratio of nicotinic acid to nicotinamide in many foodstuffs, including meat and meat products, fish, yeast and mushrooms. Vitamin B3 is also biosynthesised in the liver from tryptophan, an essential amino acid (SHC Advice n° 9285, 2016¹).

Nicotinamide is much less toxic than nicotinic acid. Acute toxicity has been observed following excessive consumption of nicotinic acid over a short period of time. The adverse effects associated with nicotinic acid are due to the release of histamine (EFSA, 2014²). Given their different levels of toxicity, the Superior Health Council (SHC, 2016¹) has established maximum total intakes for consumers (ranging from 2-10 mg/d for nicotinic acid versus 150-900 mg/d for nicotinamide, depending on age).

According to the Codex Alimentarius (1995), nicotinic acid has the property of being a red colour fixing agent in meat and meat products. The European Union does not allow the use of nicotinic acid as a food additive.

However, the FASFC has been confronted with cases of high levels of nicotinic acid in fresh meat, minced meat, meat preparations and meat products (minced meat, sausages, hamburgers, etc.), and suspects a fraudulent addition. Concentrations were such that consumers were admitted to hospital, suffering from red skin blotches, itching and skin irritation. An investigation by the National Investigation Unit (NIU) identified the operator who was illegally supplying nicotinic acid to its customers (butchers, caterers and fishmonger).

The addition of nicotinic acid to meat can lead to food poisoning in consumers as a result of two phenomena. Firstly, hospitalisation may be required due to the acute toxic effects of the ingestion of this compound. Secondly, while nicotinic acid is found to have a real effect on preserving the colour of fresh meat, its fraudulent addition may mislead the consumer and expose him to the consumption of meat that may be microbiologically unsafe (Advice SciCom 12-2021³).

In order to protect consumers, the FASFC wants to be able to detect fraudulent additions of nicotinic acid. A request has been made to the Scientific Committee (SciCom) to propose an action limit for nicotinic acid in fresh meat, minced meat, meat preparations and meat products, based on which fraudulent addition can be identified (Advice SciCom 12-2021).

Unfortunately, there is very little (reliable) data available that gives an indication of the natural concentration of nicotinic acid, as well as the ratio of nicotinic acid to nicotinamide, in meat. These data are needed to differentiate what may be a normally expected nicotinic acid content from excessive (added) and potentially dangerous content. A knowledge of the nicotinic acid/nicotinamide ratio naturally expected in meat should make it possible to detect any addition of nicotinic acid that would directly impact the value of this ratio.

¹HGR NR. 9285 – Voedingsaanbevelingen voor België – 2016; CSS n° 9285 - recommandations nutritionnelles pour la Belgique – 2016
³Advice 12-2021 of the Scientific Committee established at the FASFC concerning action limits for nicotinic acid in fresh meat, minced meat, meat preparations and processed meat
The Scientific Committee has therefore recommended acquiring additional data in the framework of a research project.

**Research questions**

It is possible that nicotinic acid is added fraudulently under the guise of adding vitamin B3. It is not inconceivable that an enzyme is wittingly added to convert nicotinamide to nicotinic acid. To distinguish possible cases of fraud, it is imperative to know the natural concentrations of and the ratio between nicotinamide and nicotinic acid. It would be useful for the FASFC to have data on nicotinic acid and nicotinamide in samples of fresh meat taken directly at the slaughterhouse as well as on samples of minced meat, meat preparations and meat products after production and/or processing and/or storage. The study should focus on the measured levels of nicotinic acid and nicotinamide, the natural presence levels that can be deduced, the ratio between the two compounds and their stability over time, so that natural presence can be distinguished from intentional addition considered as fraud.

Concretely, the research plan would be the following:

- Carry out a representative sampling of the production and processing chain for red meat (from the slaughterhouse to the butchery counter). Taking into account the shelf life and the breed of origin of the animal from which the meat comes as variables for this sampling.

- Determine the baselines for nicotinic acid and nicotinamide in order to infer the ratios and concentrations that may be naturally expected.

**Maximum budget:** € 100,000

**Maximum duration:** 12 months
Pathogenic Bacillus cereus in foodstuffs: origin, growth and production of cereulide (BAGROCEP)

Context

In the project RT 17/05 SPECENZYM 'Study on the purity of food enzymes for the development of general purity criteria for food enzymes', funded by the FPS Health, 17 of the 39 examined food enzyme preparations tested positive (presence in 25 g) for (suspected) Bacillus cereus. Many strains were also found to possess genes encoding emetic and/or enterotoxins. Because of this high prevalence, it is appropriate to evaluate the public health risk of B. cereus in enzymes and enzyme preparations.

As the action limit for B. cereus proposed by the Scientific Committee established at the Federal Agency for the Safety of the Food Chain is $10^5$ cfu/g (SciCom Advice 23-2018), a quantitative determination is necessary to assess this risk. One should take into account that conditions (e.g. moisture content, time and temperature) for optimal enzyme activity are usually also favourable for microbial growth. Irreversible inactivation of the food enzyme via heating does not guarantee the elimination of the toxins formed (in casu cereulide). Moreover, the use of food enzymes is very broad. They can be added at any stage of the food chain in almost all food categories. In addition, not all foods in which food enzymes are used are heated (e.g. dairy products with food enzymes). More information on food enzyme applications can be found on the FPS Health website and the European Commission website.

At the European level, there is currently no microbiological criterion for B. cereus, with the exception of a process hygiene criterion for dried infant formula and dried dietary foods for special medical purposes intended for infants below six months of age. The uncertainties concerning the food safety risk of B. cereus in food enzymes and food enzyme preparations that were revealed through the SPECENZYM project raise the question of whether an analogous risk exists in other food ingredients and the foodstuffs in which they are used. Further research is recommended to study in depth this risk in relevant foodstuffs and food ingredients.

A recent publication by Ellouze et al. (2021) presents results of a study of the food groups that could be susceptible to cereulide production.

Currently, there is insufficient knowledge regarding the contamination of ingredients with pathogenic cereulide-producing Bacillus cereus and the formation of the toxin in the food chain.

In the project RT 09/02 BACEREUS 'Study of toxin production by Bacillus cereus, characterisation and detection of the strains responsible for food poisoning', B. cereus has already been studied in more detail. However, in this study the focus was on the enterotoxin produced by this bacterium in the gut.

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1 SciCom Advice 23-2018 of the Scientific Committee of the FASFC concerning estimation of the risk to the consumer of Bacillus cereus in food
Research objectives

1. To determine, based on literature review and expertise, the scope of foodstuffs and food ingredients and processes within which uncertainties exist regarding the food safety risk of *Bacillus cereus* through bacterial growth and cereulide production.

To develop choices for the further course of the project. Certain food enzymes and food enzyme preparations (whether in dehydrated form or not) should be included in this scope, as well as two other case studies.

2. Quantitative determination of pathogenic *B. cereus* in food enzymes, food enzyme preparations and relevant food ingredients (as determined in research question 1).

Analysis of toxin genes for cereulide.

Identification of the contamination source(s) and pathway(s) through which *B. cereus* enters food enzymes and food enzyme preparations and other relevant foodstuffs and their ingredients.

3. Determination of the potential growth of *B. cereus* and potential cereulide production in the relevant food ingredients (as determined in research question 1 and developed further in research question 2).

Determination of factors that may influence the bacterial growth and the cereulide production through the food chain. For food enzyme(s) (preparations), the following steps should be taken into account:
   a. Storage of food enzyme preparations;
   b. Use/action of the food enzyme in the foodstuff (where cases should be chosen with favourable conditions for microbial growth);
   c. Further processing, storage and use of the foodstuff

4. To estimate the food safety risk of pathogenic *B. cereus* with regard to cereulide-producing strains.

**Maximum budget:** € 200,000

**Maximum duration:** 24 months
7. Research on PFAS contamination in the food chain (PFASFORWARD)

Context

In July 2020, the EFSA set a new Tolerable Weekly Intake (TWI) of 4.4 nanograms per kg body weight per week for the sum of four perfluoroalkyl substances (PFASs), specifically perfluorooctane sulfonic acid (PFOS)\(^1\), perfluorooctanoic acid (PFOA), perfluorononanoic acid (PFNA) and perfluorohexane sulfonic acid (PFHxS). The EFSA also pointed out that this TWI is exceeded for a portion of the European population, which is of concern.

PFAS are man-made chemicals used in a variety of applications (e.g., textiles, household products, firefighting, automotive, food processing, construction, electronics). They are toxic substances belonging to the group of persistent organic pollutants (POPs): they remain present in the environment for a very long time (several years or decades) and bioaccumulate (Advice SciCom 22-2020\(^2\)).

One route by which PFAS can enter the food chain is through the use of contaminated fertilising products. For example, PFAS have recently been found in compost and sewage sludge. On 16 July 2022, the new Fertilising Products Regulation (EU) 2019/1009\(^3\) will come into effect. This allows recycled and organic materials to be used for fertilisation. Recycled and organic nutrients are also widely used in Belgium for the production of fertilising products.

Aside from fertilising products, PFASs can also be found in irrigation water. Through the use of contaminated irrigation water, fruit and vegetables might become contaminated.

Food-producing animals can be contaminated with PFAS through contaminated feed, drinking water and/or the environment (e.g., soil ingested by free-range chickens). The results of several transfer studies can be found in scientific literature. The Scientific Committee has studied the transfer of PFAS from animal feed to eggs, farm animal meat and cow's milk (Rapid opinion SciCom 10-2021\(^4\)).

FASFC analyses show that farm animals with outdoor free range are most at risk of PFAS contamination.

The ongoing project RF 21/6350 FLUOREX “Exposure assessment of perfluoroalkyl substances as follow-up on the concerns raised in the recent opinion of EFSA”\(^5\), funded by the FPS Health, is investigating PFAS exposure via foodstuffs. For the purpose of performing an exposure assessment for Belgian consumers, sensitive analyses are being performed on foodstuffs as they can be purchased by consumers, including fishery products, meat, eggs, milk, fruit and vegetables, cereals, drinks and processed and compound foods including baby food. These focus on the four PFAS included in the EFSA's TWI. Currently the methods are extended to other relevant PFASs. The number of samples remains limited by the available resources.

So far, negotiations for the setting of legal maximum levels are only ongoing for certain foodstuffs of animal origin. A European monitoring recommendation is also under development\(^5\), which recommends a very extensive list of PFASs be measured in an extensive analysis.

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2. SciCom Advice 22-2020 - The evaluation of the FASFC analysis programme for exogenous contaminants: B. Persistent organic pollutants (POPs)
4. SciCom Rapid opinion 10-2021 - Perfluoroalkyl substances (PFAS) in food of animal and vegetable origin
5. Draft Commission recommendation on the monitoring of perfluoroalkyl substances in food (SANTE 2021-10010) – available upon request
set of foodstuffs. This monitoring recommendation aims to prepare future policy; it may then allow to ask the EFSA for an update of the exposure assessment and the risk assessment and to extend the standardisation.

There are already indications that different PFASs are found in foodstuffs of plant origin than in foodstuffs of animal origin. A different set of PFASs has also been standardised in drinking water than the four PFAS in the EFSAs TWI, and other PFASs are already found in human blood.

When standards apply to foodstuffs, there are implicitly also standards for derived and compound foods (article 2 of Regulation (EC) No 1881/2006). The question arises whether it would be possible to (roughly) estimate the PFAS level, say, for baked goods with many eggs in the recipe, for liver pate based on the liver concentration, or for black tripe based on blood measurement data.

Little is known about the parts of foodstuffs wherein PFAS are found. Such knowledge is important for policy and for establishing risk management measures, as well as for estimating the impact of standards. Imagine that PFAS in potatoes could be removed by peeling the potatoes: this is relevant knowledge. Can PFAS in fish be removed by filleting the fish? What is the difference in PFAS concentration and PFAS profile between, for example, liver, bacon with rind and pork tenderloin for the same pig carcass, or the difference in contamination between beef liver, tongue and steak?

PFAS are assumed to be stable in foodstuff during processing in the industry, but which PFAS end up in which fractions of foodstuffs and to what extent? In which milling fraction of grain can contamination be found? What is the fate of PFAS in the pressing of fruit juice or oil, the production of cheese and whey powder, surimi, gelatine or food additives, such as emulsifiers?

More research is needed for the use of process factors in application of article 2 of Regulation 1881/2006 to the maximum levels set for basic foodstuffs, or for the setting of specific maximum levels for specific processed products.

**Research questions**

**Study of perfluoroalkyl substances in food:**

1. Analysis of an extensive list of PFAS in a representative number of (potentially) relevant foodstuffs in line with the European monitoring recommendation, with low limits of quantification.

   In addition to the four PFAS included in the EFSA's TWI, other PFAS should be included based on an informed choice of PFAS found in foodstuffs and/or in human blood and/or from the 20 PFAS standardised in drinking water. This should include analysis of potatoes, mushrooms and other vegetables, fruits, food for infants and toddlers and beverages (non-alcoholic beverages, wine and beer). Which PFAS appear to be most relevant to which foods?

   It should be possible to transfer the data to the EFSA database within the timeframe set out in the European recommendation, i.e. before 1 October 2026.

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7. FAVV persbericht 22/12/2021 Milieuverontreiniging PFAS: onderzoek naar achtergrondwaarden in Vlaamse landbouwproducten afgerond; FASFC Communiqué de presse 22/12/2021 Contamination environnementale aux PFAS : monitoring de fond dans les produits agricoles flamands achevé

2. Research into the behaviour and distribution of PFAS within a foodstuff in order to identify in which parts the PFAS are concentrated, with possible differences in PFAS profiles (proportion of individual PFAS to total PFAS present) between parts of a foodstuff based on the physicochemical properties of the individual PFAS. Examples: What is the proportion of PFAS in the peels of fruit or potatoes? What differences are there between parts of the same carcass? What can be found in the skin of fish compared to the fish fillet?

3. Research into the fate of PFAS in food processing; examination of process factors. Examples: In which fraction do PFAS end up in the production of processed fishery products, egg products (such as egg yolk), dairy products (e.g. production of cheese and whey powder), fruit juice, oil pressing, grain milling fractions... Estimates of worst case process factors for priority compound foodstuffs, e.g. liver products and baked goods rich in eggs.

4. Research into relevant sources and contamination pathways of PFAS in the food chain through literature review, experiments or simulations, with the aim of better understanding how it is that foodstuffs are contaminated as they are. Maximum use should be made of available data on the presence of PFAS in irrigation water, compost, sewage sludge, feed materials, animal feeds, well water and soil, among others.

Additional experiments could include:
   a. If data are not yet available: Analysis of PFAS in compost and sewage sludge used for fertilisation in the food chain, and in irrigation water used in the food chain.
   b. If possible: Research into the transfer of PFAS in fertilising products and in irrigation water to foodstuffs of vegetable origin.
   c. Analysis of a representative number of relevant feed materials and animal feeds.
   d. Possibly: Analysis of well water used as drinking water for food producing animals.

Experimental transfer studies from animal feed and drinking water to foodstuffs of animal origin are beyond the scope of this call; a number of cases have already been described.

PFASFORWARD is not an exposure study, as this is the subject of the ongoing project RF 21/6350 FLUOREX.

The research must be complementary to existing or ongoing research. Researchers should make deliberate choices, focused on the relevance to consumer exposure and the risk that may be associated with it, and focused on the relevance for risk management such as standard setting, control and prevention. The data must be reported in an appropriate format so that it can be included in the EFSA’s database to enable its use for policy.

If the submitters are involved in the European Partnership for the Assessment of Risks from Chemicals (PARC), the possibilities for use of the results within its work programme should be indicated.

Maximum budget: €400,000

Maximum duration: 48 months
Short description

Attacks of many quarantine wood-boring beetles, such as the Emerald ash borer (EAB, *Agrilus planipennis*), can go on unnoticed for some time due to larvae living inside the host trees. Not until larval feeding has gone on for some time where trees start to develop symptoms or the population grows to be large enough where adults hatching are plentiful enough to increase the likelihood of detection may an outbreak be noticed.

However, pest eradication is more likely to succeed the earlier that pest detection is accomplished. A common challenge is that likelihood of detection is lower when the population densities are low, as can be expected early in following an introduction. This can be further hampered by lack of sensitive trapping strategies. During detection surveys and also while managing outbreaks it can be beneficial to employ several different types of survey or diagnostic methods in order to increase likelihood of finding the pest. A complementary approach to trapping is surveillance of trees in order to detect exit holes and/or larval tunnels and galleries that are indicative of the presence of a pest. In the case where pest exit holes or larval tunnels/galleries are not very characteristic and larvae are no longer present in the tree other traces of the pest such as frass can frequently be encountered. In such scenarios frass analysis that allows identification of the pest depositing the frass would be a valuable decision support for risk managers and NPPOs.

Description of the end product

Survey of current frass diagnostic methods available, diagnostic protocols for sample collection and diagnostics of pests using frass

Provisional other funders (to be completed in a later stage)

- Swedish Board of Agriculture, Sweden (contact: Mr. Kristof Capieau, Kristof.Capieau@jordbruksverket.se)

Provisional project duration

24-36 months
Short description

Hot water treatments can be used on Vitis against *Viteus vitifoliae* (EPPO Standard PM 10/16), against Grapevine flavescence dorée phytoplasma (EPPO Standard PM 10/18) and considered efficient against *X. fastidiosa* (EFSA, 2015). The question was raised whether other time-temperature combinations should be used to reduce plant mortality. It would be useful to compare how these treatments are done in practice in different countries. Heat-treatments can also be used on strawberry plants to control *Aphelenchoïdes besseyi* and *Aphelenchoïdes fragariae* (EPPO Standard PM 10/19). Hot air treatments have been shown to eliminate *Verticillium dahliae* from Olive plants (Morello et al., 2016). The use of these treatments should be investigated for other pest/host combinations (e.g. on olive plants against *X. fastidiosa*). These treatments could be used for the exportation or circulation of plant reproductive material from infected areas, or in the context of certification schemes.

Description of the end product

Validation of heat-treatments as phytosanitary measures

Provisional other funders (to be completed in a later stage)

- /

Provisional project duration

24-36 months
**2022-F-415  Meloidogyne enterolobii – Survival under temperate climate conditions and distribution within Europe**

**Short description**

The polyphagous tropical root-knot nematode *Meloidogyne enterolobii* is recently added to the list of EU quarantine pests. *Meloidogyne enterolobii* is known to be present in several (sub)tropical countries in North, Central and South America, Africa and Asia, where most epidemiological studies have been carried out. However, this species was also detected on roses (plants for planting) originating from China (see EPPO RS 2008/107), suggesting that it can also survive more temperate conditions. It is of great importance to generate within this project knowledge about the survival and duration of the life cycle of *M. enterolobii* in order to assess its potential impact on agri- and horticulture in Europe's temperate climate zone. Moreover, recent reports of *M. enterolobii* in Portugal and the ongoing outbreak in glasshouses in Switzerland demonstrate that this tropical root-knot nematode has the potential to enter and establish in (the warmer parts of) the EU and in glasshouses throughout the EU. This emphasises the importance to assess the distribution in Europe by conducting reliable and sensitive surveys and (import) inspections to prevent introduction and further spread of this highly damaging species. By sharing knowledge, comparing sampling and identification methods, a harmonised and consistent approach for performing surveys for *M. enterolobii* can be achieved.

**Description of the end product**

Knowledge about the survival and duration of the life cycle of *M. enterolobii* and on its current distribution

**Provisional other funders (to be completed in a later stage)**

- National Plant Protection Organization, Netherlands Food and Consumer Products Safety Authority, Netherlands (contact: Mr Martijn Schenk, M.Schenk1@nvwa.nl)

**Provisional project duration**

24-36 months
Short description

*Bursaphelenchus xylophilus* is presumably introduced from North-America into Asia via contaminated wood in the early 20th century. So far, *B. xylophilus* has a limited distribution in Europe, having only a few findings under eradication in Spain and a restricted distribution in Portugal. By surveillance of pine stands and inspection of imported wood, bark and wood packaging material one can reliably monitor the pest and prevent further spread in the EU. Reliable detection methods are available, but depend on incubation of the wood material prior to the extraction of nematodes. According to the current guidelines, the diagnostic process including incubation can take up to 4 weeks. Pending the result of the analysis, the consignment must be kept under supervision of the authorities. In this project, the aim is to investigate the effect of the incubation period on detection of PWN, especially for low-level infestations in dry wood as wood packaging material.

Description of the end product

Optimised detection of PWN

Provisional other funders (to be completed in a later stage)

- National Plant Protection Organization, Netherlands Food and Consumer Products Safety Authority, Netherlands (contact: Mr Martijn Schenk, M.Schenk1@nvwa.nl)

Provisional project duration

12-24 months
Annex 2
Template RT pre-proposal (step 1)

Send this form in digital form (Word and searchable pdf) to:
contractual.research@health.fgov.be

CONFIDENTIAL

RT PRE-PROPOSAL
(RT PROJECT step 1)

MAX. 6 PAGES
(excluding title page and identification of the promoters)

1. CONTEXT OF THE PROJECT PROPOSAL

[TITLE OF THE TOPIC]

[ACRONYM OF THE TOPIC]

[Title of the project proposal]

2. IDENTIFICATION OF THE COORDINATOR

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Will this research be conducted in a consortium of Belgian research institutions (with the partners included in the budget)? If yes, please list the other promoters here (name, institution and e-mail address)

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1 grey, italic text is only for clarification of the heading, it can be deleted
3. CONTEXT

3.1 Description of the context of this project proposal, taking into account the topic description (about 20 lines)

3.2 To which extent are you involved in the general problem on which this project proposal is based? (about 20 lines)
What is your expertise in this field? Have you already conducted research in this field or are you currently conducting research? If yes, please list the project title(s), the start and end dates of your research and identify the institution that provided a grant for the research.
Are you working with other institutions in Belgium and/or abroad? If yes, are you a member of a network?

3.3 To your knowledge, which other projects were recently conducted or are currently ongoing or planned on the subject, excluding the projects listed under 6.2? (about 10 lines)
Please list the project title(s), the start and end dates of your research and identify the funding institutions.

4. RESEARCH QUESTIONS (about 20 lines)
To which research question(s) must the proposed study provide an answer to contribute to a solution to the problem described in the topic?

5. IMPACT OF THE RESEARCH SUBJECT (about 10 lines)
Can the proposed research provide a solution to the described problem?
What will be the (direct or indirect) applicability of the intended results for the authorities, in the short, medium or long term?

6. DESCRIPTION OF THE PROJECT PROPOSAL
If necessary, brief references may be included in the text (e.g. Johnson et al., 2012).

6.1 Methodology (about 40 lines)
Describe the methodology you will use for this research. Has this methodology been previously used, by the applicants, by other Belgian researchers or by foreign researchers?

6.2 Available scientific proof in relation to the proposed research (about 20 lines)
Has other research in relation to the proposed subject already yielded convincing elements (“proof”) which can be used as a starting point for this project? List this research in order of importance. In which respect is the current project proposal innovative?
6.3 Required data (about 10 lines)
Are there any data and/or preliminary knowledge available, which is required for this study? If yes, is it available in accessible databases? If no data are available yet, then please explain how these data can be obtained.

6.4 Risks (about 10 lines)
What are the inherent obstacles and/or risks to the proposed project that may compromise its chances of success? Which solutions do you propose?

7. USE OF THE RESEARCH RESULTS (about 10 lines)
How do you intend to use the results?
- as an intermediary stage for complementary research activities
- for the development, realisation, or dissemination of a procedure or a service
- for the dissemination of new knowledge through scientific publications

8. BUDGETARY INFORMATION
Please refer to the important information in annex 7.
The requested research grant cannot exceed the maximum grant stated in the topic description. The requested grant must be rounded up to an amount in k€. The co-funding percentage is rounded to 2 decimal places.
For your information: annex 8 must only be submitted in the second step

8.1 Total duration of the proposed project .. months

8.2 Total budget for this project proposal € ………

8.3 Requested research grant € ………
The requested grant can be equal to the overall budget or to a percentage of this budget. In the latter case, please state the origin / nature of own financial contribution.

8.4 In which case: percentage of own contribution …… %

8.5 In which case: origin / nature of own contribution
8.6 Persons included in the budget, their qualification (e.g. PhD, PhD student, engineer, Ma., pharmacist, lab technician, et al.), affiliation and time spent on the research in person-months (P-M)

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<th>Qualification</th>
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<th>Institution (research centre)</th>
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NB: have the conditions below been respected? If not, your proposal will be considered ineligible:
- timely submission: by Tuesday, 26 April 2022 at 12 noon sharp
- the application shall consist of no more than 6 pages, excluding the title page and the identification of the promoters
- the font of the text (Times New Roman, font size 12) may not be modified
- the application shall be drawn up either in one or a combination of the national languages, or else entirely in English
- only Belgian research institutions may participate in the consortium

Date, name and signature of the coordinator, as representative of the consortium
Annex 3

Template RT full proposal (step 2)

Send this form in digital form (Word and searchable pdf, and Excel for annex 8) to:

contractual.research@health.fgov.be

CONFIDENTIAL

FULL THEMATIC PROPOSAL
(RT PROJECT step 2)

MAX. 30 PAGES
(excluding title page and identification of the consortium, including the budgetary tables and bibliography)

[TITLE OF THE TOPIC]

[ACRONYM OF THE TOPIC]

[Title of the project proposal]

Total budget required for the research: € ……. 

Requested research grant and % of the overall budget: € ……. 

…… %

In which case: origin / nature of own contribution: ……. 

Proposed start date: .. / .. / ….

Proposed duration of the project: .. months

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grey, italic text is only for clarification of the heading, it can be deleted
1. IDENTIFICATION OF THE CONSORTIUM

1.1 IDENTIFICATION OF THE COORDINATOR

NB: maximum one coordinator

Name: 
First name: 
Title: 
Institution and department: 
Address for correspondence: 
(Mobile) phone: 
E-mail: 

1.2 IDENTIFICATION OF PROMOTER 2 (optional)

NB: maximum one promoter per research group

Name: 
First name: 
Title: 
Institution and department: 
Address for correspondence: 
(Mobile) phone: 
E-mail: 

1.3 IDENTIFICATION OF PROMOTER 3 (optional)

NB: maximum one promoter per research group

Name: 
First name: 
Title: 
Institution and department: 
Address for correspondence: 
(Mobile) phone: 
E-mail: 

1.4 IDENTIFICATION OF PROMOTER 4 (optional)

NB: maximum one promoter per research group

Name: 
First name: 
Title: 
Institution and department: 
Address for correspondence: 
(Mobile) phone: 
E-mail: 
2. HISTORY OF CHANGES

Have significant changes been made to the full proposal compared to the pre-proposal? Indicate
- in which section(s), such as consortium, budget, project duration, objectives, methodology,
- which change(s),
- justification / motivation for the change

3. GENERAL INFORMATION

3.1 Title of the project in English, Dutch and French + acronym

[EN]
[NL]
[FR]
[Acronym]

3.2 Research questions to be answered in this research project, in English and Dutch or English and French (about 20 lines each)

[EN]
[NL/FR]

3.3 Executive summary of the project (about 20 lines)

3.4 Motivation for submitting the project proposal under this topic (about 15 lines)

3.5 Context: scientific specificity and setting in relation to existing research (about 2.5 pages)

- How is the current project proposal scientifically and technically innovative? Has other research in relation to the proposed subject already yielded convincing elements that can be used as a starting point for this project? Which data and preliminary knowledge are required for this study and are these available or accessible? A bibliography may be appended.
- What are the achievements of the applicants and/or the researchers in this field? Have you already conducted research in this field or are you currently conducting research? If yes, please list the project title(s), the start and end dates of your research and identify the institution that provided a grant for the research.
- The proposed specific approach to the problem must be justified.

3.6 Use of the expected research results (about 5 lines)
How do you intend to use the results?
- as an intermediary stage for complementary research activities
- for the development, realised, or dissemination of a procedure or a service
- for the dissemination of new knowledge through scientific publications
3.7 Risks (about 15 lines)

What are the inherent obstacles and/or risks to the proposed project that may compromise the chances of achieving the objectives within the term you propose? Which solutions do you propose?

4. SPECIFIC INFORMATION

4.1 Scientific and operational methodology of the proposed research (about 15 pages)

- This section constitutes the core of the project proposal. It must contain a clear description of the research activities as planned for the total duration of the project.
- Important elements in the description of the various subtasks of the research programme are:
  - an overview of the proposed research, subdivided into work packages and (sub)tasks, including an indication of the estimated budget for every work package;
  - the proposed methods and technologies with their respective (dis)advantages, limitations, risks and alternatives, …
  - the milestones to be achieved, linked to possible reorientations in the project where applicable;
  - the time frame and evolution over time based on the following chronogram, including milestones and deliverables:

<table>
<thead>
<tr>
<th>Code</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Total budget per WP*</th>
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<tr>
<td>WP 1</td>
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</table>

- trimester
- total budget per work package: sum of staffing, operational and general costs
4.2 Structure and organisation of the research (about 2 pages)

Indicate the distribution of the various tasks among the consortium partners using the following table:

<table>
<thead>
<tr>
<th>Code</th>
<th>Task description</th>
<th>Contracting institution(s)</th>
<th>Required personnel (qualifications)</th>
<th>P-M</th>
</tr>
</thead>
<tbody>
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<td>WP 1</td>
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</tbody>
</table>

WP: work package  
T: task  
P-M: person-months

4.3 Collaboration, complementarity and/or parallel applications

- Please state whether you are working with foreign partners or participating in networks, insofar as this is relevant to this project proposal.
- Also indicate whether you are planning a cooperation or whether complementarity exists with research groups that do not request a financial contribution from the FPS Health for this project but receive research grants from other bodies to conduct their own research.
- Indicate whether you submitted your project (or sub-project) to another organisation or whether it is financed by another organisation than the FPS Health. State the duration of the project, the project title, the funding organisation and the research partner(s). List the research questions and envisaged milestones.

4.4 Own publications in peer-reviewed international journals in this field of research in the past five years
5. BUDGETARY INFORMATION

- Please refer to annex 7 – Important information regarding the budget.
- The amount of the requested research grant may not exceed the amount stated in the pre-proposal.
- The requested research grant must be rounded up to an amount in k €.

Please insert the tables which you can find in annex 8 on the website (https://www.health.belgium.be/en/contractual-research) under “open calls” and submit as an Excel document. Depending on the number of partners (one or more) in the consortium, use the respective sheet in the document for the overview table and for the detailed budget proposal.

5.1 Budgetary overview table

5.2 Detailed budget proposal

6. ADMINISTRATIVE INFORMATION

6.1 Proposal for a guidance committee (minimum 8 persons, mentioning the institution and e-mail address)

<table>
<thead>
<tr>
<th>Title – First name – Name</th>
<th>Institution</th>
<th>E-mail</th>
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<tbody>
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</table>
6.2 Name and identification of the persons who must sign the contract if the project is eligible for a research grant

<table>
<thead>
<tr>
<th>Institution coordinator</th>
<th>Located at</th>
<th>Name representative institution coordinator</th>
<th>Position</th>
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<tbody>
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<td>Institution promoter 2</td>
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<td>Name representative institution promoter 2</td>
<td>Position</td>
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<td>Institution promoter 3</td>
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<td>Name representative institution promoter 3</td>
<td>Position</td>
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<td>Name representative institution promoter 5</td>
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6.3 Identification and bank details of the coordinating institution as to be included in the contract, subject to selection for funding

- Company registration number : ...
- Establishment unit registration number : ...
- IBAN : ...
- BIC : ...
- Name and address of the account holder : ...
NB: have the conditions below been respected? If not, your proposal will be considered ineligible:
- timely submission: by Friday, 23 September 2022 at 12 noon sharp
- the application shall consist of no more than 30 pages, excluding the title page and the identification of the consortium, but including the budgetary tables and bibliography
- the font of the text (Times New Roman, font size 12) may not be modified
- the application shall be drawn up either in one or a combination of the national languages, or else entirely in English
- only Belgian research institutions may participate in the consortium.

Date, name and signature of the coordinator, as representative of the consortium
Annex 4

Template RF pre-proposal (step 1)

Send this form in digital form (Word and searchable pdf) to:

contractual.research@health.fgov.be

CONFIDENTIAL

RF PRE-PROPOSAL
(RF PROJECT step 1)

MAX. 6 PAGES
(excluding the title page and identification of the promoters)iii

1. IDENTIFICATION OF THE PROJECT PROPOSAL

Project title + proposal for an acronym

<table>
<thead>
<tr>
<th>Most important field of activity to which this project proposal relates (only tick one field please)</th>
<th>Additional field(s) of activity to which this project proposal relates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food safety</td>
<td>Food safety</td>
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<tr>
<td>Animal health</td>
<td>Animal health</td>
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<tr>
<td>Plant health</td>
<td>Plant health</td>
</tr>
</tbody>
</table>

2. IDENTIFICATION OF THE COORDINATOR

Name: 
First name: 
Title: 
Institution and department: 
Address for correspondence: 
(Mobile) phone: 
E-mail: 

Will this research be conducted in a consortium of Belgian research institutions (with the partners included in the budget)? If yes, please list the other promoters here (name, institution and e-mail address)

iii grey, italic text is only for clarification of the heading, it can be deleted
3. CONTEXT

3.1 Description of the context of this project proposal (about 20 lines)
What is the problem? What causes it?

3.2 To which extent are you involved in the general problem on which this project proposal is based? (about 20 lines)
What is your expertise in this field? Have you already conducted research in this field or are you currently conducting research? If yes, please list the project title(s), the start and end dates of your research and identify the institution that provided a grant for the research.
Are you working with other institutions in Belgium and/or abroad? If yes, are you a member of a network?

4. RESEARCH QUESTIONS (about 20 lines)

To which research question(s) must the proposed study provide an answer to contribute to a solution to the problem listed under 3.1?

5. IMPACT OF THE RESEARCH SUBJECT

5.1 Incidence (about 5 lines)
Does this research proposal relate to a quantitatively important problem, which occurs frequently or affects a large number of individuals?

5.2 Seriousness of the problem (about 5 lines)
Does the research subject present a serious risk or could it present a serious risk for food safety or the health policy of animals and plants in terms of
- their health, quality of life?
- the effectiveness or the quality of actions (cures, recommendations, drugs or measures)?
- social or ethical questions?

5.3 Financial impact (about 5 lines)
Does the subject potentially have an influence on
- the current impact of the problem (including on sustainable development)?
- the resources that are used for the problem and their effectiveness?

5.4 Does the research subject correspond with a concern of society or the population? (about 5 lines)

5.5 Is the implementation of the results yielded by this research acceptable for the sector involved? In other words, does the research fulfil the sector’s expectations? (about 5 lines)

5.6 Possibilities for improving the situation (about 5 lines)
Can the proposed research provide a solution to the described problem? If yes, for which of the levels listed under 5.2.-5.3 would this be the case and is this a short, medium or long-term solution?
6. RELEVANCE FOR THE AUTHORITIES' DECISIONS (about 10 lines)

How can this research potentially support the decisions that the Authorities must take? What would be the risk if the situation remains “as is”? Who is involved in the execution of this study and who are the stakeholders for the implementation of the research results?

7. DESCRIPTION OF THE PROJECT PROPOSAL

If necessary, brief references may be included in the text (e.g. Johnson et al., 2012).

7.1 Methodology (about 40 lines)
Describe the methodology you will use for this research. Was this methodology previously applied, by the applicants, by other Belgian researchers or by foreign researchers?

7.2 Available scientific proof in relation to the proposed research (about 20 lines)
Has other research in relation to the proposed subject already yielded convincing elements (“proof”) which can be used as a starting point for this project? List this research in order of importance. In what respect is the current project proposal innovative?

7.3 Required data (about 10 lines)
Are there any data and/or preliminary knowledge available, which is required for this study? If yes, are these data available in accessible databases? If no data are available yet, then please explain how these data can be obtained.

7.4 Risks (about 10 lines)
What are the inherent obstacles and/or risks to the proposed project that may compromise its chances of success? Which solutions do you propose?

8. USE OF THE RESEARCH RESULTS (about 10 lines)

How do you intend to use the results? - as an intermediary stage for complementary research activities - for the development, realisation, or dissemination of a procedure or a service - for the dissemination of new knowledge through scientific publications
9. **BUDGETARY INFORMATION**

Please refer to the important information in annex 7.
The requested research grant must be rounded up to an amount in k€. The percentage of own contribution will be dropped to 2 decimal places.
For your information: annex 8 is only to be submitted in the second step of the selection procedure.

9.1 **Total duration of the proposed project** (min. 12 months – max. 48 months) .. months

9.2 **Total budget for this project proposal** € .......

9.3 **Requested research grant** € .......

The requested grant can be equal to the overall budget or to a percentage of this budget. In the latter case, please state the origin / nature of own financial contribution.

9.4 **In which case: percentage of own contribution** ...... %

9.5 **In which case: origin / nature of the own contribution** .......

9.6 **Persons included in the budget, their qualification (e.g. PhD, PhD student, engineer, Ma., pharmacist, lab technician, et al.), affiliation and time spent on the research in person-months (P-M)**

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Name (if known)</th>
<th>Institution</th>
<th>P-M</th>
</tr>
</thead>
</table>

NB: have the conditions below been respected? If not, your proposal will be considered ineligible:
- timely submission: by Tuesday, 26 April 2022 at 12 noon sharp
- the application shall consist of no more than 6 pages, excluding the title page and the identification of the promoters
- the font of the text (Times New Roman, font size 12) may not be modified
- the application shall be drawn up either in one or a combination of the national languages, or else entirely in English
- only Belgian research institutions may participate in the consortium.

Date, name and signature of the coordinator, as representative of the consortium
Send this form in digital form (Word and searchable pdf, and Excel for annex 8) to:

contractual.research@health.fgov.be

CONFIDENTIAL

RF FULL PROPOSAL
(RF PROJECT step 2)

MAX. 30 PAGES
(excluding title page and identification of the consortium, including the budgetary tables and bibliography)\(^{iv}\)

[ACRONYM]

[Title of the project proposal]

Total budget required for the research: \(\text{€} \ldots\ldots\)

Requested research grant and % of the overall budget: \(\text{€} \ldots\ldots\)

\ldots\ldots\ %

In which case: origin / nature of own contribution: 

\ldots\ldots

Proposed start date: .. /.. /....

Proposed duration of the project: .. months

\(^{iv}\) grey, italic text is only for clarification of the heading, it can be deleted
1. IDENTIFICATION OF THE CONSORTIUM

1.1 IDENTIFICATION OF THE COORDINATOR

\textit{NB: maximum one coordinator}

Name : 
First name : 
Title : 
Institution and department : 
Address for correspondence : 
(Mobile) phone : 
E-mail : 

1.2 IDENTIFICATION OF PROMOTER 2 (optional)

\textit{NB: maximum one promoter per research group}

Name : 
First name : 
Title : 
Institution and department : 
Address for correspondence : 
(Mobile) phone : 
E-mail : 

1.3 IDENTIFICATION OF PROMOTER 3 (optional)

\textit{NB: maximum one promoter per research group}

Name : 
First name : 
Title : 
Institution and department : 
Address for correspondence : 
(Mobile) phone : 
E-mail : 

1.4 IDENTIFICATION OF PROMOTER 4 (optional)

\textit{NB: maximum one promoter per research group}

Name : 
First name : 
Title : 
Institution and department : 
Address for correspondence : 
(Mobile) phone : 
E-mail : 
2. **HISTORY OF CHANGES**

Have significant changes been made to the full proposal compared to the pre-proposal?

*Indicate*
- in which section(s), such as consortium, budget, project duration, objectives, methodology,
- which change(s),
- justification / motivation for the change

3. **GENERAL INFORMATION**

3.1 Title of the project in English, Dutch and French + acronym

[EN]

[NL]

[FR]

[Acronym]

3.2 Research questions to be answered in this research project, in English and Dutch or English and French (about 20 lines each)

[EN]

[NL/FR]

3.3 Executive summary of the project (about 20 lines)

3.4 Context: scientific specificity and setting in relation to existing research (about 2.5 pages)

* How is the current project proposal scientifically and technically innovative? Has other research in relation to the proposed subject already yielded convincing elements (“proof”) that can be used as a starting point for this project? Which data and preliminary knowledge are required for this study and are these available or accessible? A bibliography may be appended.

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4.1 Scientific and operational methodology of the proposed research (about 15 pages)

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</table>

* total budget per work package: staffing + operational + general costs

| t: trimester |
### 4.2 Structure and organisation of the research (about 2 pages)

*Indicate the distribution of the various tasks among the consortium partners using the following table:*

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WP: work package  
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- *Please state whether you are working with foreign partners or participating in networks, insofar as this is relevant to this project proposal.*
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- *Indicate whether you have also submitted your project (or sub-project) to another organisation or whether it is financed by another organisation than the FPS Health. State the duration of the project, the project title, the funding organisation and the research partner(s). List the research questions and envisaged milestones.*

### 4.4 Own publications in peer-reviewed international journals in this field of research in the past five years
5. **BUDGETARY INFORMATION**

- Please refer to annex 7 – Important information regarding the budget.
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Please insert the tables which you can find in annex 8 on the website (https://www.health.belgium.be/en/contractual-research) under “open calls” and submit as an Excel document. Depending on the number of partners (one or more) in the consortium, use the respective sheet in the document for the overview table and for the detailed budget proposal.

5.1 **Budgetary overview table**

5.2 **Detailed budget proposal**

6. **ADMINISTRATIVE INFORMATION**

6.1 **Proposal for a guidance committee (minimum 8 persons, mentioning the institution and e-mail address)**

<table>
<thead>
<tr>
<th>Title – First name– Name</th>
<th>Institution</th>
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6.2 Name and identification of the persons who must sign the contract if the project is eligible for a research grant

<table>
<thead>
<tr>
<th>Institution coordinator</th>
<th>Located at</th>
<th>Name representative institution coordinator</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>……</td>
<td>……</td>
</tr>
<tr>
<td>Institution promoter 2</td>
<td></td>
<td>Name representative institution promoter 2</td>
<td>Position</td>
</tr>
<tr>
<td></td>
<td></td>
<td>……</td>
<td>……</td>
</tr>
<tr>
<td>Institution promoter 3</td>
<td></td>
<td>Name representative institution promoter 3</td>
<td>Position</td>
</tr>
<tr>
<td></td>
<td></td>
<td>……</td>
<td>……</td>
</tr>
<tr>
<td>Institution promoter 4</td>
<td></td>
<td>Name representative institution promoter 4</td>
<td>Position</td>
</tr>
<tr>
<td></td>
<td></td>
<td>……</td>
<td>……</td>
</tr>
<tr>
<td>Institution promoter 5</td>
<td></td>
<td>Name representative institution promoter 5</td>
<td>Position</td>
</tr>
</tbody>
</table>

6.3 Identification and bank details of the coordinating institution as to be included in the contract, subject to selection for funding

Company registration number :
Establishment unit registration number :
IBAN :
BIC :
Name and address of the account holder :
NB: have the conditions below been respected? If not, your proposal will be considered ineligible:
- timely submission: by Friday, 23 September 2022 at 12 noon sharp
- the application shall consist of no more than 30 pages, excluding the title page and the identification of consortium, but including the budgetary tables and bibliography
- the font of the text (Times New Roman, font size 12) may not be modified
- the application shall be drawn up either in one or a combination of the national languages, or else entirely in English

Date, name and signature of the coordinator, as representative of the consortium
Annex 6
Template RI Expression of Interest (step 1)

Submit this form electronically (Word and searchable pdf) to:
contractual.research@health.fgov.be

CONFIDENTIAL

Contractual Research Euphresco call
EXPRESSION OF INTEREST
(RI PROJECT step 1)

MAX. 4 PAGES
(excluding the title page and identification of the consortium)

1. TITLE OF THE PROJECT PROPOSAL

[CODE AND TITLE OF THE TRANSNATIONAL TOPIC]

[Title of the Belgian consortium’s project proposal]

[proposed acronym]

2. IDENTIFICATION OF THE COORDINATOR

<table>
<thead>
<tr>
<th>Surname</th>
<th>:</th>
</tr>
</thead>
<tbody>
<tr>
<td>First name</td>
<td>:</td>
</tr>
<tr>
<td>Title</td>
<td>:</td>
</tr>
<tr>
<td>Institution and department</td>
<td>:</td>
</tr>
<tr>
<td>Address for correspondence</td>
<td>:</td>
</tr>
<tr>
<td>(Mobile) phone</td>
<td>:</td>
</tr>
<tr>
<td>E-mail</td>
<td>:</td>
</tr>
</tbody>
</table>

Will this research be conducted in a consortium of Belgian research institutions (with the partners included in the budget)? If yes, please list the other promoters here (name, institution and e-mail address)

\*grey, italic text is only for clarification of the heading, it can be deleted
3. **EXPRESSION OF INTEREST – PROPOSAL DETAILS**

3.1 **Description of the context of this project proposal, taking into account the topic description (about 20 lines)**

3.2 **Proposed transnational project outline (about 15 lines)**

Please outline the transnational project approach you would propose to the future transnational research consortium in order to reach the objectives of the topic. The specific Belgian tasks are to be described under 3.3.

3.3 **Research capacity (about 30 lines)**

Please describe your own research capacity within the project. Which part of the proposed transnational project programme could you address? Which research questions / objectives could you address? Consequently, which work packages / tasks do you propose to address? Which infrastructure and staff (qualification, proposed number of person-months) can you deploy?

3.4 **Expertise and experience (about 30 lines)**

Please describe the relevant expertise and experience that you have in the topic area.
Please list up to 5 key relevant publications per partner.

4. **BUDGETARY INFORMATION**

Please refer to the important information in annex 7.
The requested research grant must be rounded up to an amount in k€. The percentage of own contribution should be dropped to 2 decimals.

4.1 **Total duration of the proposed project** .... months

4.2 **Total budget for this project proposal** € .......

4.3 **Requested research grant** € .......

4.4 **In which case: percentage of own contribution** .... %

In which case: origin / nature of own contribution
NB: have the conditions listed below been respected? If not, your Expression of Interest will be considered ineligible:
- timely submission: by Tuesday, 26 April 2022 at 12 noon sharp
- the application shall consist of no more than 4 pages, excluding the title page and the identification of the promoters
- the font of the text (Times New Roman, font size 12) may not be modified
- the application is drawn up entirely in English
- only Belgian research institutions may participate in the consortium proposed by this Expression of Interest

Date, name and signature of the coordinator, on behalf of the consortium
Important information about the budget

1. Generalities

We firmly recommend you involve your accountancy service when drawing up your budget.

Apart from the information in this annex, the information which is mentioned in chapter 5 of the manual of Contractual Research can be useful (cf. website https://www.health.belgium.be/en/contractual-research under “Project follow-up”).

The expenses covered by this grant must be made in accordance with the statutory and regulatory provisions governing public procurement (see https://www.publicprocurement.be/fr/publicprocurementbe-english-0).

This applies in particular for purchases and subcontracting.

2. Allocated grant

The requested grant and its distribution must correspond with the real cost in relation to the duration, the nature, the required equipment and expertise of the research needed to achieve the objectives pursued.

For RT proposals, the research grant is capped on the amount indicated in the topic description (annex 1).

The amount of the requested grant in the full proposal (step 2) may not exceed the amount stated in the pre-proposal (step 1).

The requested grant must be rounded off to an amount in k€; if not the amount will be automatically rounded off by our services (e.g. a requested grant of € 215,321 will be rounded down to € 215,000).

When drawing up your budget, you must bear in mind that all non-lump sum expenses, those at the expense of the FPS as well as those from own contributions, will be checked against the vouchers to be provided.

Maximum share of the allocated grants: 100% (royal decree of November 18th, 2015).

In principle, any financial contribution is acceptable as an own contribution as long as it does not give rise to a conflict of interests and as long as it is not granted by the federal authorities. The restrictions in paragraphs 3, 4 and 5 below must also be taken into account.

3. Staffing costs

The staffing costs for the coordinator and the promoters may not be included in the project budget, nor at the expense of the FPS, nor as an own contribution.

All staffing costs related to the project’s execution, excluding the staffing costs for the coordinator and the promoters, must be indicated in this section. Exceptions to this rule include labour costs included in the budget for subcontracted work.

If your project is selected for a grant, staffing expenses declared in the financial reporting that are included in the operational costs (e.g. analysis costs) will be rejected.
In order for doctoral grants to be considered as an own contribution, these must be funded with the research institution’s own resources or must be funded by another body than the federal government.

The staffing costs are calculated based on the pay scales of the institutions where the staff is employed.

The detailed budget is to show the pay scale, seniority and time spent on the project (in person-months) per calendar year. If the names of the staff members are known, they must be stated.

The staffing costs are split in gross wages on the one hand and other costs on the other hand. The costs for a research fellow (PhD student), who per definition is not considered an employee, are to be presented as a whole in a single article.

3.1 Staffing costs which can be paid with the research grant

Research grants can be used to cover the following staffing costs:

- indexed gross monthly salary or grant (including and if applicable NSSO employee contribution, withholding tax and if applicable, the employee contribution for meal vouchers);
- employer contribution NSSO, holiday pay and year-end bonus;
- other wage costs, if applicable, including:
  - statutory insurance (e.g. for occupational accidents);
  - statutory compensation or benefit as a supplement to the employee’s salary (e.g. household or residence allowances if applicable, a premium for bilingual employees, benefits in kind set out in a CLA…);
  - statutory interventions in the cost for commuting from home to work based on the price of a public transport pass (for train passes: 2nd class only);
  - bike allowances as stated on the employee’s pay slip or the individual annual statements in accordance with the Federal Authorities’ statutory tariff;
  - if applicable, the flat-rate contribution for the work of prevention advisors of the External Services for Prevention and Protection at Work (royal decree of March 27th, 1998, royal decree of May 28th, 2003 - health monitoring).

3.2 Staffing costs which cannot be covered with the research grant

The following costs (non-limitative list) cannot be covered with a research grant unless they are statutory benefits:

- extra-legal insurance costs (hospitalisation, group insurance plan …);
- administration costs of the social secretariat;
- extra-legal benefits (overtime, employer contribution for meal vouchers, company car, benefits in kind, supplementary family allowance, child-care allowance, representation costs, work clothes, extra-legal pension, extra-legal premiums);
- attendance fees.

---

1 For example legislation for staff working in public administrations, as set out in a royal decree or decree published in the Belgian Official Gazette, a CLA which is declared to be universally applicable following its publication in the Belgian Official Gazette
4. **Operational costs**

Operational costs are project-related costs that are incurred with a view to the purchase and/or the operational use of goods or services, and costs that are directly related to the project activities.

The operational costs will be split into flat-rate standard operational costs and specific operational costs.

4.1 **Standard operational costs**

The standard operational costs are flat-rate costs and include usual expenses related to the project’s execution such as:

- ordinary supplies and products for the lab (e.g. glassware, pipettes, detergents), the workplace (e.g. recipients, carts, commonly used tools) and the office (e.g. perforators, ink cartridges)
- documentation (e.g. purchase of books, fees for ordering scientific articles)
- travel and accommodation in Belgium and abroad
- the use of computers
- frequently used software
- …

No own contributions can be budgeted under the standard operational costs.

The amount of these operational costs is a lump sum that is established based on a percentage of the staffing costs funded by the FPS Health. This percentage may not exceed 15% of the funded staffing costs for the coordinator and 10% of these costs for the other promoters.

4.2 **Specific operational costs**

Specific operational costs include all the special operational costs that are directly related to the project’s execution. Specific operational costs include:

- usage costs for equipment (includes specific IT equipment needed for the use of this equipment);
- maintenance costs for equipment;
- costs for analyses;
- subcontracted work.

a) The cost for the usage of equipment acquired through purchase or hire purchase are calculated as follows:

\[
\frac{\text{purchase price}}{\text{amortisation period}} \times \text{number of months the device is used in the project} \times \% \text{ of use for the project}
\]

The amortisation period (economic lifespan) is the period indicated in your accounts. In general, this period is 5 to 10 years for scientific equipment.

An example:

- you have a device that costs 30,000 euros at purchase
- The device is written off over a period of 60 months
- although the duration of the project is 36 months, the device will only be used for 10 months of the project
- during these 10 months the device will also be used for other projects. The average usage percentage for the project during this period is 20%
The usage cost is then calculated as follows:

\[
usage \ cost = \frac{\€ \, 30,000}{60 \, months} \times 10 \, months \times 0.2 = \€ \, 1,000
\]

b) When renting equipment the usage cost is calculated as follows:

\[\text{monthly rent} \times \text{number of months the device is used in the project} \times \% \text{ of use for the project}\]

If the device in the above example costs € 600 a month to rent, the usage cost is calculated as follows:

\[usage \ cost = \€ \, 600 \times 10 \, months \times 0.2 = \€ \, 1,200\]

c) The cost of subcontracting work comprises the cost that a promoter pays to a third party to carry out tasks or to provide services, for which specific scientific or technical skills are required and which are not part of the consortium’s ordinary activities.

Subcontracting is only admissible if
- it provides demonstrable added value for the project;
- the subcontractor does not take over the core activity and only is responsible for part of the project;
- the cost of subcontracting is no more than 25% of the overall grant to the promoter;
- detailed budgetary information is provided;
- the budget for subcontracting the work is not provided as a lump sum (as a % of the total budget).

In case no or insufficient standard operational costs can be reported for one or more partners due to limited or lacking staffing costs funded by the FPS Health, costs related to for example inland or foreign duty travel may be introduced as specific operational costs, provided that this can be well motivated.

5. General costs

The general costs include the costs for administration, phone, postage, the maintenance of the premises, heating, lighting, electricity, rent or insurance.
No own contributions may be budgeted under general costs.
These general costs must be budgeted as a lump sum based on maximum 10% of the staffing costs funded by the FPS Health.
Annex 8

Templates to be used for the budgetary overview and for the detailed budgetary information
(Excel document to be added in step 2 of the RT and RF full proposal)

Budgetary overview

<table>
<thead>
<tr>
<th>Type of cost</th>
<th>/Identification Coordinator/</th>
<th>/Identification Promoter 2/</th>
<th>/Identification Promoter 3/</th>
<th>/Identification Promoter 4/</th>
<th>Total per item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staffing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operational</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total per partner</strong></td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Own contribution</td>
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<td></td>
<td></td>
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<tr>
<td>% own contribution</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FPS Grant</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>% FPS Grant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Detailed budgetary information**

All labs of the consortium must be listed for each category of expenses, even if for some of them no expenses are foreseen in one or more of the categories (pro memoria, PM).

*Indicate own contributions with * *

### 4.1. Staffing costs

<table>
<thead>
<tr>
<th>Year</th>
<th>Seniority in years</th>
<th>Number of person-months</th>
<th>Budget in euros</th>
</tr>
</thead>
</table>

#### 4.1.1. Lab of X (Affiliation)

| Fellow | 2023 | 0 | 2024 | 12 | 0 |

#### 4.1.1.1. N.

| Pay scale | 2023 | 4 | 2024 | 5 | 12 |

#### 4.1.1.3.

- double holiday pay
- employer contributions (social security, insurance)
- year-end bonus
- other

#### 4.1.2. Lab of Y (Affiliation)

| Pay scale | 2023 | 4 | 2024 | 5 | 12 |

#### 4.1.2.1. N.

| Pay scale | 2023 | 4 | 2024 | 5 | 12 |

#### 4.1.2.2.

- double holiday pay
- employer contributions (social security, insurance)
- year-end bonus
- other
4.1.2.3.  N.  0
Pay scale  2023  \[4\]  \[1\]  ...  
        2024  \[5\]  \[9\]  ...  
        ...  ...  ...  ...

4.1.2.4.  - double holiday pay  ...  ...
- employer contributions (social security, insurance)
- year-end bonus
- other

4.2.  Operational costs  € 0

4.2.1.  Lab of X (Affiliation)  0
4.2.1.1.  Standard operational costs (flat-rate)  ...
4.2.1.2.  Specific operational costs  0
  4.2.1.2.1.  e.g. Reagents for PCR  ...
  4.2.1.2.2.  e.g. Serology  ...
  4.2.1.2.3.  ...  ...
  ...

4.2.2.  Lab of Y (Affiliation)  0
  4.2.2.1.  Standard operational costs (flat-rate)  ...
  4.2.2.2.  Specific operational costs  0
    4.2.2.2.1.  e.g. Purchase of pigs  ...
    4.2.2.2.2.  e.g. Cell cultures  ...
    4.2.2.2.3.  ...  ...
    ...

4.3.  General costs  € 0

4.3.1.  Lab of X (Affiliation)  0
  4.3.1.1.  Overheads  ...

4.3.2.  Lab of Y (Affiliation)  0
  4.3.2.1.  Overheads  ...

TOTAL  € 0