



CLARIFICATIONS

Applications through the Funding & Tender opportunities portal: The EU-FORA Call example

Q&A FOLLOWING LIVE EVENT ON 07/02/2023

Call reference: EUBA-EFSA-2022-ENREL-02

Call title: Selection of hosting sites and fellows for EU-FORA Risk Assessment Fellowship Programme.

1. **QUESTION 1: How /where in the website can I add a fellowship request (to find a possible host)?**

ANSWER 1: A feature of the Funding & tender opportunities portal is the 'Search for Partners'. However, EFSA cannot prevent that organisations that are not part of the Art.36 list register in the 'Search for Partners' function. If you use this functionality, it is important that you check that the potential partner organisation is included on the Article 36 list. Another way to search for partners is to contact your national Focal Point who will support you in this search.

2. **QUESTION 2: Once you submit, can you update the information and resubmit before the deadline?**

ANSWER 2: Yes, once your proposals in submitted in the EU Funding and Tender opportunities portal, you can re-submit your application before the deadline for submission of proposals. Your last submitted application will be taken into consideration for evaluation purposes.

3. **QUESTION 3: Can I upload more documents? (Declaration of honour exclusion for partner, CV of Fellow)?**

ANSWER 3: Yes, you can make one pdf of all documents related to the same Annex. Please also refer to Clarification n.3 published with the call in the EFSA website: <https://www.efsa.europa.eu/sites/default/files/documents/art36/gpefsaenrel202202/clarification-n-3-eufora22.pdf>

4. **QUESTION 4: How long needs a person to be part of the staff of the sending institutions to be eligible as a fellow?**

ANSWER 4: As indicated on page 22 of the Call for proposals, Criterion 2.4.B Operational capacity, the fellow (and alternate if applicable) must have worked for their employer under a permanent or contract basis for at least 12 months before their fellowship and shall remain in the service of that employer throughout the period of fellowship. The fellow (and alternate, if applicable) must not have been a fellow in past editions of the EU-FORA Programme.

5. **QUESTION 5: Are the institutes of the fellow(s) the 'participants' for this call?**

ANSWER 5: Yes, the institute sending the fellow is the partner in the consortium, in charge of the identification of the staff member to be trained under the proposal. The consortium leader is the hosting site, in charge of the working programme and training of the fellow. The consortium leader (the hosting site) is the applicant responsible to submit the proposal to EFSA on behalf of the consortium. Please refer to section 1.6 of the call for proposals for more details on roles and responsibilities.

6. **QUESTION 6: In part B it says upload a technical annex is that a separate document or is it only the 5 documents listed?**

ANSWER 6: You need to download the templates from part B and upload them in the related fields under Part B and Annexes. Please carefully check the requirements and requested

evidence in the Call for Proposals under section 2. Selecting proposals. You may also refer to clarification n.3 published with the call in the EFSA website: <https://www.efsa.europa.eu/sites/default/files/documents/art36/gpefsaenrel202202/clarification-n-3-eufora22.pdf>

7. QUESTION 7: Who applies at the EU portal, the host or the fellow?

ANSWER 7: The hosting site is the applicant responsible to submit the proposal to EFSA on behalf of the consortium. Please also refer to Question and Answer 5 above.

8. QUESTION 8: Are 3rd party private individuals employed by an Article 36 organisation as (research) service providers eligible to apply as fellows, provided they fulfill the minimum experience requirements?

ANSWER 8: Please see Question and Answer 4 above.

Signed by the Project Officer 08/02/2023