



CALL FOR PROPOSALS AND GUIDE FOR APPLICANTS

Call reference: EUBA-EFSA-2025-PREV-02

Call title: Support to EFSA for the risk assessment of pesticides

Restricted to **the list of competent organisations** established by the Authority's Management Board in application of article 2 the Commission Regulation (EC) No 2230/2004 laying down detailed rules for the implementation of European Parliament and Council Regulation (EC) No 178/2002 with regard to the network of organisations operating in the fields within the Authority's remit.

Brief description of the call objectives and key messages: The main objective of the call is to conclude Framework Partnership Agreements with multiple organisations belonging to the Article 36 list that will support EFSA for tasks on pesticides falling within the mission of the EFSA Pesticide Peer Review (PREV), Environment, Plants & Ecotoxicology (PLANTS) and Front-Desk & Workforce Planning (FDP) units. The tasks will be related to risk assessments of active substances used in plant protection products, and to risk assessments of pesticide residues in food and feed.



INDICATIVE PROCEDURE TIMETABLE

Milestone	Date ¹	Comments
Launch date	04/03/2025	Date of call publication on EFSA's website and Funding & Tender portal.
Deadline for applicants to raise clarification questions to EFSA	14/05/2025	If, after having read this Call for proposals and guide for applicants, you have any questions, you may address them to EFSAProcurement@efsa.europa.eu by indicating the Call reference.
Deadline for EFSA to reply to clarification questions	16/05/2025	Replies will be provided on EFSA's webpage where this Call is published and which the applicants are requested to consult regularly.
Deadline for submission of proposals	22/05/2025 At 17:00 (CEST)	Applicants can submit proposals by following the instructions in section 3.1 of this call for proposals. All applications must be submitted through the EU Funding and Tenders portal, following the instructions provided. Hard copy paper applications will not be accepted.
Notification of the evaluation results	September 2025	Estimated <i>Attention: outcome of the present call will be communicated to all applicants to the e-mail address indicated in their proposal. Accordingly, applicants who have submitted proposals under the present call are strongly invited to check regularly the inbox in question.</i>
Grant agreement(s) signature	October 2025	Estimated

¹ All times are in the time zone of the country of the EFSA.



Table of Contents

1.	GRANT OPPORTUNITY AND CONDITIONS	5
1.1	LEGAL FRAMEWORK.....	5
1.2	BACKGROUND AND OBJECTIVES OF THE CALL.....	6
1.3	TASKS, DELIVERABLES, TIMELINES, MEETINGS AND PAYMENTS.....	7
1.4	INFORMATION ON THE GRANT AGREEMENT	9
1.5	ELIGIBLE ORGANISATIONS	11
1.6	ROLES AND RESPONSIBILITIES.....	11
1.7	SUBCONTRACTING.....	13
1.8	GRANT PRINCIPLES	13
1.8.1	PAYMENTS	14
1.9	ESTIMATED BUDGET AND ELIGIBLE COSTS.....	14
1.10	PUBLICITY.....	14
1.11	PROTECTION OF PERSONAL DATA IN RELATION TO GRANT PROCEDURES AND ANTIFRAUD STRATEGY 14	
1.12	PUBLIC ACCESS TO DOCUMENTS	15
1.13	OPEN ACCESS	15
1.14	HUNGARIAN PUBLIC INTEREST TRUSTS ESTABLISHED UNDER HUNGARIAN ACT IX OF 2021	15
2.	SELECTING PROPOSALS	16
2.1	VERIFICATION OF SUBMISSION REQUIREMENTS.....	16
2.2	ELIGIBILITY CRITERIA.....	16
2.3	EXCLUSION CRITERIA	17
2.4	SELECTION CRITERIA	17
2.5	AWARD CRITERIA.....	20
2.6	PROCESS FOLLOWING THE ASSESSMENT AGAINST AWARD CRITERIA	20
3.	SUBMITTING PROPOSALS	21
3.1	SUBMISSION MODALITIES	21
3.2	LANGUAGE OF THE PROPOSAL AND THE SUPPORTING DOCUMENTS.....	22
3.3	EXPECTED DURATION OF PROCEDURE.....	22



ANNEXES

Annex 1: draft Framework Partnership Agreement

Annex 1.1: draft Specific Agreement

Documents to be submitted with proposals (to be downloaded from the EU Funding and Tender portal Submission Service, see section 2 'Selecting proposal'):

Annex 2: Administrative Declaration

Annex 3: Declaration on honour on exclusion criteria

Annex 4: Declaration on honour on selection criteria

Annex 5: Selection criteria template (all requirements)

Annex 6: Award criteria template



1. GRANT OPPORTUNITY AND CONDITIONS²

1.1 LEGAL FRAMEWORK

Article 36 (1) of the Regulation (EC) 178/2002³ of the European Parliament and of the Council of 28 January 2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety, stipulates that the Authority shall promote the European networking of organisations operating in the fields within the Authority's mission. The aim of such networking is, in particular, to facilitate a scientific cooperation framework by the coordination of activities, the exchange of information, the development and implementation of joint projects⁴, the exchange of expertise and best practices in the fields within the Authority's mission. The list of competent organisations designated by the Member States, which may assist EFSA with its mission, is approved and regularly updated by EFSA's Management Board. The full list of Article 36 organisations can be found [here](#).

EFSA's founding regulation was amended by Regulation (EU) 2019/1381 of the European Parliament and of the Council of 20 June 2019 on the transparency and sustainability of the EU risk assessment in the food chain.

The Commission Regulation (EC) 2230/2004 of 23 December 2004 laying down detailed rules for the implementation of the European Parliament and Council Regulation (EC) 178/2002 with regard to the network of organisations operating in the fields within the EFSA's mission specifies in Article 4 that tasks may be entrusted by the Authority to organisations on the list of competent organisations.

The present call specifically focuses on the below tasks defined in Article 4(3):

1. Disseminating best practices and improving methods of collecting and analysing scientific and technical data, particularly for the purposes of facilitating comparability and producing a Community-level summary; collecting and analysing specific data in response to a common priority, in particular the Community priorities contained in the Authority's work programmes, and in cases where the Authority's scientific assistance is urgently needed by the Commission, especially in the context of the general plan for crisis management referred to in Article 55 of Regulation (EC) No 178/2002; (collecting and analysing data with a view to facilitating risk assessment by the Authority, including assessment tasks in the field of human nutrition in relation to Community legislation, especially the compiling and/or processing of scientific data on any substance, treatment, food or feed, preparation, organism or contaminant which may be linked with a health risk, and the collection and/or analysis of data on the exposure of Member States' populations to a health risk associated with food or feed; producing scientific data or works contributing to the risk assessment tasks, including assessment tasks in the field of human nutrition in relation to Community legislation, for which the Authority is responsible; this type of task must correspond to precise problems identified in the course of the work of the Authority, and in particular that of its Committee and permanent Scientific Panels, and must not duplicate Community research projects or data or contributions which it is the industry's duty to provide, especially in the context of authorisation procedures;

² The applicant is reminded that this Call and guide for applicants contains a selection of the most important conditions for the grant implementation. For the full set of conditions, the applicant is invited to consult the draft grant agreement in Annex 1 of this Call.

³ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2002:031:0001:0024:EN:PDF>

⁴ Project is frequently referred to in this Call as "action", in line with EU Financial Regulation terminology.



2. preparing the Authority's scientific opinions, including preparatory work relating to the assessment of authorisation dossiers;
3. preparing the harmonisation of risk assessment methods;
4. sharing data of common interest, e.g. the establishing of databases;
5. the tasks referred to in Articles 6 and 18(3)(b) of Regulation (EC) No 1829/2003.

Article 5(2) of the Commission Regulation (EC) 2230/2004⁵ of 23 December 2004 specifies that the financial support to the networking organisations shall take the form of subsidies (grants) awarded in accordance with the EFSA's financial regulation and implementing rules.

The present Call for proposals and guide for applicants (hereinafter referred to as "the Call") is procedurally governed by Title VIII of Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union.

This call is based on EFSA Founding regulation⁶ and EFSA's 2024 Work Programme for grants and operational procurements as presented in Annex XII of the Programming Document 2024-2026, available on the EFSA's website⁷.

1.2 BACKGROUND AND OBJECTIVES OF THE CALL

BACKGROUND

The mission of the Pesticides Peer Review (PREV) and Environment, Plants & Ecotoxicology (PLANTS) units within EFSA is to provide independent scientific advice and guidance to the European Commission, the European Parliament, Member States and applicants related to the risk assessment of active substances used in plant protection products in order to protect human, plant and animal health, as well as the environment. The units are in charge of performing scientific evaluations of applications linked to active substances and their residues, in close cooperation with Member States and in line with the applicable scientific guidance. The PREV unit is also providing scientific support to the operations of the Panel on Plant Protection Products and their Residues (PPR).

The Front-Desk and Workforce Planning (FDP) unit is providing front desk support on regulated products applications.

The processes and data requirements for the risk assessment of active substances used in plant protection products are indicated in Regulations (EC) 1107/2009 and 396/2005.

The risk assessment of active substances performed in PREV and PLANTS units evaluates whether, when used correctly, these substances are likely to have any unacceptable direct or indirect harmful effects on human or animal health – for example, through drinking water, food or feed – or on groundwater quality, including the environmental risk assessment aims to evaluate the potential impact on non-target organisms.

PREV unit also gives scientific advice to the European Commission on possible risks related to the presence of pesticide residues in food and feed treated with plant protection products and makes proposals regarding the setting of MRLs.

⁵ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2004:379:0064:0067:EN:PDF>

⁶ Regulation (EC) 178/2002 of the European Parliament and of the Council of 28 January 2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety, as amended by Regulation (EU) 2019/1381 of the European Parliament and of the Council of 20 June 2019 on the transparency and sustainability of the EU risk assessment in the food chain.

⁷ <https://www.efsa.europa.eu/sites/default/files/2024-01/programming-document-2024-2026.pdf>



FDP unit is supporting both pesticide units by registering the application dossiers and verifying the quality of data in dossiers and assessment reports during the intake phase. The unit is also providing support to applicants and Member States in the preparation of the applications and assessment reports respectively, as well as on the IT tools used in the application processes.

OBJECTIVES OF THE CALL

The main objective of the call is to award a four-year Framework partnership agreement (FPA) with multiple organisations belonging to the Article 36 list that will support EFSA for tasks on pesticides falling within the mission of the EFSA PREV, PLANTS and FDP units. The tasks will be related to risk assessments of active substances used in plant protection products, and to risk assessments of pesticide residues in food and feed.

This type of cooperation between EFSA and organisations sharing at national level the same objectives of human health and environment protection regarding plant protection products will facilitate the transfer of knowledge and experience between EFSA and these organisations and will increase the overall efficiency of the EU regulatory processes in this sector.

1.3 TASKS, DELIVERABLES, TIMELINES, MEETINGS AND PAYMENTS

Organisations awarded an FPA may be entrusted with preparatory and/or developmental work with respect to below **6 areas** of scientific competence:

- **Area 1** - Toxicological and metabolism studies and related risk assessment, including the assessment of non-dietary exposure and studies related to investigation of endocrine disrupting properties;
- **Area 2** - Residues in food and feed and related risk assessments;
- **Area 3** - Chemistry, physico-chemical properties, analytical methods, fate and behaviour in the environment and related risk assessments;
- **Area 4** - Ecotoxicological studies and related risk assessments, including studies related to investigation of endocrine disrupting properties;
- **Area 5** - Assessment of product efficacy and activity of metabolites and active substances against target organisms.
- **Area 6** - Scientific coordination and administrative support for project and processes falling within the scope of EFSA's activities on plant protection products.

12 types of tasks will be conducted under specific agreements to be agreed between the Authority and the organisations:

- **Task 1** – Scientific contribution to the evaluation of active substances (excluding those covered by tasks 2 and 3), their related co-formulants, impurities, safeners and synergists and to the drafting of the respective part of the EFSA outputs (applicable to areas 1, 2, 3, 4, 5);
- **Task 2** – Scientific contribution to the evaluation of biocontrol agents (e.g. microorganisms including viruses, novel active substances such as dsRNA/RNAi and peptides), their related co-formulants, impurities, safeners and synergists and to the drafting of the respective part of the EFSA outputs. This task also includes the assessment of the identity, biological properties, secondary metabolites and product specifications (applicable to areas 1, 2, 3, 4, 5);
- **Task 3** – Scientific contribution to the drafting of EFSA outputs related to pesticide residues in food and feed treated with plant protection products and to the respective risk assessments (applicable to areas 1, 2, 3, 6);



- **Task 4** – Scientific contribution to data collections, data entries in databases and corresponding quality checks, data re-use, literature review, development of IT tools and databases (applicable to areas 1, 2, 3, 4, 5, 6);
- **Task 5** – Scientific contribution to the drafting of EFSA guidance documents related to the risk assessment of plant protection products, and to related tasks (drafting and implementing protocols, preparation of case studies, feasibility check of draft guidance prior to finalisation) (applicable to areas 1, 2, 3, 4, 5);
- **Task 6** – Scientific contribution to the implementation of prospective and retrospective⁸ cumulative risk assessments (applicable to areas 1, 2);
- **Task 7** – Scientific contribution to assessments of negligible exposure and Art 4.7. Assessments and to assessments of emergency authorisations under Art 53. (applicable to areas 1, 2, 3, 4, 5, 6);
- **Task 8** – Support in pre-submission and dossier intake activities, completeness checks of dossier and assessment reports, support to the preparation and review of documents (e.g. instructions, plans, reports and presentations), development of regulatory processes, coordination of pesticides-related activities ensuring that the applicable legal framework is applied correctly and that scientific consistency and quality within and between the different outputs is guaranteed (applicable to area 6);
- **Task 9** – Contribution to further developments of IUCLID for pesticides applications in close collaboration with ECHA and EFSA (e.g. development and optimisation of automatically generated reports, manuals and tutorials, validation and filtering rules, improve and/or develop data formats, provide interoperability solutions, risk assessment flow from study submission to validated endpoint database) (applicable to areas 1, 2, 3, 4, 5, 6);
- **Task 10** – Development and implementation of training activities and development of training materials (applicable to areas 1, 2, 3, 4, 5, 6);
- **Task 11** – Scientific support to the preparation of a proposal for harmonised classification and labelling of a substance or a group of substances (or a proposal for revision thereof) (CLH report) upon request of European Commission as in accordance with Regulation (EU) 2024/2865 (applicable to areas 1, 3, 4);
- **Task 12** – Scientific contribution to the evaluation of basic substances in the context of Art 23 of Regulation (EC) No 1107/2009; scientific assessment of basic substance applications including related data collection/literature search and appraisal for integration into the assessment, and drafting of the EFSA outputs; scientific support to address ad hoc requests for technical assistance concerning basic substances by the European Commission (applicable to areas 1, 2, 3, 4, 5).

The organisations (the individual applicant or the consortium) applying for this call **must indicate precisely** in their proposal for which **area/task combination(s) they apply**. Organisations (the individual applicant or the consortium) can apply for all possible areas/task combinations or only for one or some of them. For specific area/task combinations, the organisation can apply as leader/partner but also individually. Each area/task combination claimed for in the proposal will be individually evaluated by EFSA according to the award criteria indicated in section 2.5. A framework partnership agreement will be proposed by EFSA to each organisation (the individual applicant or the consortium) for which at least one area/task combination claimed for has met the award criteria thresholds. The proposed framework partnership agreement will indicate precisely for which area/task combination(s) it applies, and the respective ranking(s) obtained by the organisation (individual applicant or consortium) on the basis of the comparison of the scores obtained by all organisations awarded for the same area/task combination(s). The ranking for all beneficiaries and for the combination of areas/tasks will be presented in a matrix, please find an example in Table 1.

⁸ GP/EFSA/PREV/2023/03 on retrospective CRA has priority over FPAs signed for task 5 in the present call.



Table 1: Applicable area/task combinations

	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	Task 10	Task 11	Task 12
Area 1								NA				
Area 2								NA			NA	
Area 3						NA		NA				
Area 4			NA			NA		NA				
Area 5			NA			NA		NA			NA	
Area 6	NA	NA			NA	NA					NA	NA

NA: not applicable area/task combination.

Use of the grant deliverables may be subject to publication, subject to the terms and conditions set out in the draft grant agreement (Annex 1 of the call for proposals).

Final payment follows approval by EFSA of the final deliverable. With the final payment, the Specific Agreement is concluded.

1.4 INFORMATION ON THE GRANT AGREEMENT

Applicants should note that the draft grant agreement is published with the call for proposals. If any applicant should have specific comments on the provisions of the draft grant agreement, these must be raised in a clarification, prior to the deadline for receipt of proposals so that a clear and transparent reply may be published for the benefit and information of all applicants.

The envelope EFSA has available to award grants under this call for proposals is **€ 2.500.000**. Applicants should note that in the Funding and Tender opportunities portal submission service under Administrative Form (Part A) there is an obligatory field regarding the budget (section 3). Applicants must insert the total envelope in the 'Requested grant amount' field.

1.4.1 Framework Partnership Agreements (FPA)

This Call for proposals aims to conclude a maximum of four Framework Partnership Agreements (FPA) in cascade for the performance of each area/task combinations described in Section 1.3. An FPA is a long-term cooperation between the Authority and one or several partners. It sets out the framework conditions and is subsequently implemented through Specific Agreements. The specific agreements will set out the specific conditions for performing the respective assignments.

The duration of this Framework Partnership Agreement is 4 years.

The FPA continues to apply to specific agreements after its expiry. The services relating to such specific agreements must be performed no later than six months after the expiry of the FPA.

Cascade mechanism: The points awarded in the evaluation will constitute the ranking in order to establish a cascade of beneficiaries. EFSA will consult the beneficiary ranked first in order to conclude a specific agreement for work to be carried out.



The beneficiary should accept or reject the terms described in the specific agreement within 10 calendar days. Where requested, the CVs and Individual Declarations of Interest of staff members fulfilling the expertise requirements should be submitted within 10 calendar days. In case of negative reply EFSA will contact the next beneficiary in the cascade and the above timescales for replying would be applicable.

Specific Agreements:

Specific Agreements will be awarded to a FPA beneficiary based on the cascade mechanism described above. Each Specific Agreement will set out the specific conditions for performing the respective assignment and will define the exact timing of deliverables/milestones.

The ownership of the delivered outputs as a result of these tasks will be vested solely in EFSA and EFSA will be solely responsible of the results of the tasks performed. Only with EFSA's prior written permission the beneficiary will be allowed to use the outputs resulting from the entrusted tasks. The working language for performance of tasks will be English.

1.4.2 Implementation modalities

The present Call for proposals comes with a simplified grant management, where the grant amounts paid to the beneficiary are based on predefined sums that are not linked to the costs of the action. This means there is no need of co-financing from the beneficiary, and no need of estimated budget or timesheets to record the work. The agreed sums are set at a level to positively encourage the mutually convenient partnership creation. The payment of agreed sums from EFSA will be carried out based on the acceptance by EFSA of the delivered work.

This Call will result in one or more FPAs to be signed. This includes the following estimations based on complexity of deliverables as indicated in Table 2:

Complexity of deliverables	Budget (EUR)
Level 1	5,000
Level 2	10,000
Level 3	20,000
Level 4	30,000
Level 5	40,000
Level 6	50,000
Level 7	60,000
Level 8	70,000
Level 9	80,000
Level 10	90,000
Level 11	100,000
Level 12	110,000
Level 13	120,000
Level 14	130,000
Level 15	140,000
Level 16	150,000
Level 17	175,000
Level 18	200,000

Table 2: Levels of complexity of deliverables and budget estimation



EFSA reserves the right to shift budget across tasks depending on the actual needs. EFSA reserves the right not to award Specific Agreements under the FPA without any compensation to be paid to the beneficiaries.

The grant amount of each Specific Agreement will be established based on the complexity of the tasks requested to the beneficiary. It implies that many scenarios with different grant amounts can be envisaged, in line with the pre-established mechanism indicated in Table 2.

Complexity is assigned based on EFSA experience, considering the work needed to complete one or several of the area/task combinations indicated in Table 1.

Example:

For Specific Agreement X, the beneficiary is entrusted on two deliverables, as judged by EFSA:

Deliverable 1: level 4

Deliverable 2: level 7

The Specific Agreement amounts to 90,000 euro.

Upon execution of the work, and approval by EFSA of the final deliverables, EFSA will pay the agreed amount. There will be no verification of actually incurred costs, no statement of the costs to be submitted to EFSA, as the form of grant awarded under this Call is based on financing not linked to costs.

1.5 ELIGIBLE ORGANISATIONS

To be eligible, applicants must be on the list of competent organisations designated by the Member States in accordance with Article 36 of Regulation (EC) 178/2002 and Commission Regulation (EC) 2230/2004. This list is regularly updated by EFSA Management Board and is available for consultation using this link <https://efsa.force.com/competentorganisations/s/>.

In order to achieve the main objective of the call, proposals can be submitted by **one eligible organisation or by a consortium of eligible organisations**. In case of a consortium, one of the partners must be identified in the proposal as the consortium leader. The applicant (consortium leader) is responsible for identifying consortium partners.

If you are searching for consortium partners, please contact your Focal Point at the following address: <https://www.efsa.europa.eu/en/partnersnetworks/eumembers> (section: Focal Points members and observers).

1.6 ROLES AND RESPONSIBILITIES

For proper understanding of this call it is important to have clarity on the terminology regarding involved organisations and their roles.

Proposals submitted by a sole applicant:

- **The Applicant** submits the proposal to EFSA. There can be only one applicant in the proposal.

As soon as the agreement is signed, the applicant becomes the beneficiary. The beneficiary is liable for the technical implementation of the project as described in the proposal which becomes Annex 1 of the grant agreement.



The beneficiary:

- Communicates with EFSA;
- Receives and answers all claims EFSA might have in relation to the implementation of the project;
- Requests and reviews any documents or information required by EFSA and verifies their completeness and correctness before passing them to EFSA;
- Informs EFSA of any event that is likely to substantially affect the implementation of the project;
- Submits the deliverables and reports to EFSA;
- Requests and receives payments from EFSA.

Proposals submitted by consortium:

- **The Applicant** submits the proposal to EFSA on behalf of the consortium. The applicant is the leading entity of the consortium.
- **The Partner** is the other entity in the consortium. There can be a minimum of one partner or more partners.

Once the grant is awarded, the grant agreement is signed between EFSA and the applicant (leading entity of the consortium).

Partners do not sign the grant agreement directly but instead sign a mandate (template provided by EFSA) authorising the applicant to sign the grant agreement and any future amendments on their behalf.

As soon as the grant agreement is signed, the applicant becomes the Coordinator and partner/s become co-beneficiary/ies. The coordinator and co-beneficiary/ies are referred to as the beneficiaries. The beneficiaries are jointly and severally liable for the technical implementation of the project as described in the proposal which becomes Annex 1 of the grant agreement. If a beneficiary fails to implement its part of the project, the other beneficiaries become responsible for implementing that part.

The coordinator has the following important roles:

- Takes part in implementing the project;
- Monitors the action is implemented properly;
- Act as intermediary for communication between the consortium and EFSA;
- Receives and answers all claims EFSA might have in relation to implementation of the project;
- Requests and reviews any documents or information required by EFSA and verifies their completeness and correctness before passing them to EFSA;
- Informs EFSA and the partner/s of any event that is likely to substantially affect implementation of the project;
- Submits the deliverables and reports to EFSA;
- Requests and receives payments from EFSA and distributes the funds to partner/s without unjustified delays.

The coordinator may not delegate the above-mentioned tasks to the co-beneficiary/ies or subcontract them to any third party.

The other beneficiary/ies:

- Take part in implementing the project;
- Forward to the coordinator the data needed to draw up reports, financial statements and other documents required under the grant agreement;



- Inform the coordinator of any event or circumstances likely to substantially affect or delay the implementation of the project.

EFSA's roles and responsibilities

EFSA has the following important roles and responsibilities towards the beneficiaries.

- Provides access to the dossiers and relevant EFSA documents to the beneficiaries of the signing of the Specific Agreement;
- Provides appropriate support to ensure that the tasks are correctly performed.

1.7 SUBCONTRACTING

Subcontracting is not permitted under this call for proposals (i.e. staff members working in the project must be employed by organisation awarded the grant).

1.8 GRANT PRINCIPLES

The financial help provided by EFSA under this Call is a grant governed by the EU Financial Regulation referred to in part 1.1. Accordingly, the grant awarded following this Call must comply with the following principles:

The form of grant awarded under this Call is based on financing not linked to the costs of the relevant operations in accordance with Article 125 (1)(a) of the EU Financial Regulation. Grants financed in this way require the fulfilment of conditions set out in sector specific rules of Commission decisions or the achievement of results measured by reference to previously set milestones or through performance indicators.

The present call for proposals comes with an innovative and simplified grant management, where the grant amounts paid to the partner are based on the pre-defined sums which are not linked to the actual costs of the action. This means there is no need for co-financing from the partner, and no need for completion of estimated budgets or timesheets to record the work. The agreed sums are set at a level designed to stimulate the mutually convenient partnership creation. The payment of agreed sums from EFSA will be carried out based on the acceptance by EFSA of the delivered work. If you have questions on this grant form, during the application period, please raise any clarification questions to EFSAProcurement@efsa.europa.eu.

The financial support provided by EFSA under this Call is a grant governed by the EU Financial Regulation referred to in part 1.1. Accordingly, the grant awarded following this Call must comply with certain grant principles established in the EU Financial Regulation, specifically:

- **Non-retroactivity:** A grant may be awarded for a project which has already begun only where the applicant can demonstrate in the grant application the need to start the action before the grant agreement is signed. In accordance with Article 196 of the Financial Regulation. The tasks entrusted by EFSA should not be performed before the signature of the grant Agreement.

Article 183(3) of the EU Financial Regulation specifically states that **the following grant principles are NOT applicable** where the grant takes the form of financing not linked to the costs pursuant to article 125(1)(a):

- **Co-financing:** In accordance with Article 193 of the Financial Regulation, grants shall involve co-financing.



- **No-profit:** In accordance with Article 195(3)(d) of the Financial Regulation, grants shall not have the purpose or effect of producing a profit within the framework of the project for the applicant or partner.
- **Non-cumulative:** In accordance with Article 194(3) of the Financial Regulation, in no circumstances shall the same costs be financed twice from the EU budget.

1.8.1 PAYMENTS

The payment modalities applicable to each specific agreement are detailed in the Data Sheet section 4.2 Periodic reporting and payment of the **draft specific agreement** published under the framework partnership agreement (Annex 1 of the call for Proposals).

1.9 ESTIMATED BUDGET AND ELIGIBLE COSTS

For the submission of a proposal under this Call for proposals, no estimated budget is required.

1.10 PUBLICITY

All beneficiaries are expected to follow the rules on visibility of EFSA funding set out in Article 17 of the grant agreement.

According to Article 38 of the EU Financial Regulation EFSA is bound to publish information on recipients of its grants at its website. Such publication shall take place no later than 30 June of the year following the financial year in which the grants were awarded and shall cover these data of the beneficiaries:

- name of the beneficiary
- address of the beneficiary
- subject of the grant
- amount awarded

With regards to publications of EFSA outputs that are integrating the preparatory work delivered in the context of this grant, the beneficiary could be mentioned in authorship lists indicating the affiliation to its organisation.

1.11 PROTECTION OF PERSONAL DATA IN RELATION TO GRANT PROCEDURES AND ANTIFRAUD STRATEGY

Processing of personal data by EFSA

Information on the processing of personal data by EFSA in the context of this grant procedure is available in the [Privacy Statement](#) on the EFSA website as well as in Article 15 of the draft grant agreement. Any personal data included in the Agreement must be processed by EFSA in accordance with Regulation (EU) No 2018/1725.⁹

Applicants should note that personal data as applicant or selected beneficiary may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 136 of the Financial Regulation. For more information see the Privacy Statement on: http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm#BDCE).

⁹ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.



Processing of personal data by the beneficiary

In case the implementation of activities under the grant agreement resulting from this call entails the processing of personal data, the beneficiary shall comply with the relevant rules in Article 15 of the Grant Agreement (Annex 1) as a data processor of EFSA.

Antifraud Strategy

Frauds involving EU funds have a particularly high impact on EFSA's and the EU's reputation. The current [EFSA Anti-Fraud Strategy](#) ("the Strategy") was adopted on 14 October 2021. In case of award of an EFSA contract/grant agreement, it is obligatory for the Project Manager to follow the [EFSA Anti-Fraud Module](#). It is the responsibility of the beneficiary to make sure the training has been followed before start of grant agreement implementation.

IT support for access to the module please contact: servicedesk@efsa.europa.eu

Request on the topic of anti-fraud please contact: ethics-integrity@efsa.europa.eu

1.12 PUBLIC ACCESS TO DOCUMENTS

In the general implementation of its activities and for the processing of grant procedures in particular, EFSA observes Regulation (EC) N° 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents.

1.13 OPEN ACCESS

EFSA is committed to the publication of grant outputs in the [Knowledge Junction](#) in order to improve transparency, reproducibility and evidence reuse. The Knowledge Junction runs on the EU-funded Zenodo research-sharing platform where uploaded items receive a unique Digital Object Identifier to make them citable. Any part of the output resulting from the action under this grant may be published (at EFSA's discretion) on the Knowledge Junction with attribution to the beneficiary.

1.14 HUNGARIAN PUBLIC INTEREST TRUSTS ESTABLISHED UNDER HUNGARIAN ACT IX OF 2021

Following the Council Implementing Decision (EU) 2022/2506, as of 16th December 2022, no legal commitments (including the grant agreement itself as well as subcontracts, purchase contracts, financial support to third parties etc.) can be signed with Hungarian public interest trusts established under Hungarian Act IX of 2021 or any entity they maintain.

Affected entities may continue to apply to calls for proposals. However, in case the Council measures are not lifted, such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties).



2. SELECTING PROPOSALS

The Evaluation Committee established by EFSA specifically for this call will evaluate the submitted proposals in five steps:

1. Verification of submission requirements (2.1)
2. Eligibility criteria (2.2)
3. Exclusion criteria (2.3)
4. Selection criteria (2.4)
5. Award criteria (2.5)

If the proposal fails at any step it is automatically excluded from further evaluation. EFSA may contact the applicant during the evaluation process if there is a need to clarify certain aspects or for the correction of clerical mistakes.

2.1 VERIFICATION OF SUBMISSION REQUIREMENTS

The following will be verified:

- The proposal was submitted within the deadline for submission of proposals;
- The administrative data for grant application form is duly signed by the authorised representative of the applicant;
- The proposal is complete and includes all the supporting documents.

2.2 ELIGIBILITY CRITERIA

Criterion No. 2.2	Requirements and requested evidence
1	Eligibility criteria
	The following requirements will be verified:
	• At the day of deadline for submission of proposals, the applicant and in case of consortium also its partner/s are on the list of competent organisations designated by the Member States in accordance with Art 36 of Regulation (EC) 178/2002 and Commission Regulation (EC) 2230/2004; • Applicant and in case of consortium also its partner/s are involved in the execution of the project, • Subcontracting not applicable
	Requested evidence:
	ADMINISTRATIVE DECLARATION Annex 2, available to download in the Funding and Tenders Portal under Part B Templates. The applicant and partner(s) (if applicable) must complete and sign the form. The applicant must upload the signed form in the relevant field under Part B and Annexes of the Funding and Tenders Portal.



2.3 EXCLUSION CRITERIA

Criterion No. 2.3	Requirements and requested evidence
2	Exclusion criteria
	The following requirements will be verified:
	The applicant and partner/s must sign a declaration on their honour certifying they are not in one of the exclusion situations referred to in the Articles 136-140 of EU Financial Regulation.
	Requested evidence:
	THE DECLARATION ON HONOUR ON EXCLUSION CRITERIA Annex 3, available to download in the Funding and Tenders Portal under Part B Templates. The applicant and the partner(s) (if applicable) must complete and sign separate forms. The applicant must upload the form in the relevant field under Part B and Annexes of the Funding and Tenders Portal. If applying in consortium, the consortium leader must convert all declarations on honour on exclusion for all partners into one single pdf and upload the single document in the relevant field under Part B and Annexes of the Funding and Tenders Portal.

2.4 SELECTION CRITERIA

A) Financial capacity

Criterion No. 2.4A	Requirements and requested evidence
1	Financial capacity
	The purpose of the selection criteria is to verify the financial capacity of the applicant and in case of consortium also of its partner/s.
	The applicant and in case of consortium also its partner/s must have stable and sufficient financial resources to: • maintain their activity throughout the period during which the project is being carried out, and If the Authority considers that financial capacity is weak, it may: – request further information; – decide not to give pre-financing; – decide to give pre-financing paid in instalments; – decide to give pre-financing covered by a bank guarantee; – where applicable, require the joint and several financial liability of all the co-beneficiaries. If the EFSA Authorising Officer considers that the financial capacity is insufficient, the application may be rejected.



	Requested evidence:
	Documents to be provided by the applicant: DECLARATION ON HONOUR ON SELECTION CRITERIA Annex 4, available to download in the Funding and Tenders Portal. Only the applicant (or consortium leader if applicable) is required to complete and sign the form. The applicant must upload the form in the relevant field under Part B and Annexes of the Funding and Tenders Portal. • SIMPLIFIED FINANCIAL STATEMENT available here only required for private bodies if the grant requested from EFSA is >60.000 €. The template published with the Call should be completed for at least the last two closed financial years. • AUDIT REPORT only required for private bodies, if the grant requested from EFSA is >750.000 €, as referred to in the Articles 199 of EU Financial Regulation. In the event of an application grouping several applicants (consortium), the threshold applies to each applicant. If the audit report is not available AND a statutory report is not required by law, a self-declaration signed by the applicant's authorised representative certifying the validity of its accounts for the last 2 years available must be provided. The audit report should be produced by an approved external auditor certifying the accounts for the last two years available, where such an audit report is available or whenever a statutory report is required by law. The authorising officer responsible may, depending on a risk assessment, waive the obligation of providing an audit report for education and training establishments, and in the case of agreements with several beneficiaries, for applicants who do not bear any financial responsibility or who have accepted joint and several liabilities. The applicant must convert the Declaration on honour on selection criteria, into one single pdf and upload the single document in the relevant field under Part B and Annexes of the Funding and Tenders Portal.

B) Professional and operational capacity

Criterion No. 2.4.B	Requirements and requested evidence
1	Professional and operational capacity:
	Requirements:
	1. The applicant or in case of a consortium, the consortium as a whole, must have the professional resources, competencies and qualifications necessary to complete the proposed project. 2. Environmental management (the answers to this section are for information purposes and will not be considered under any criteria, neither selection nor award criteria): Environmental protection is an integral part of EFSA's governance. EFSA has established, implemented and maintains a certified environmental management system



	in accordance with the international standard ISO 14001 and the European EMAS regulation. Environmental impacts of EFSA's activities are identified, managed and monitored in order to improve environmental performance. This commitment to environmental sustainability requires us to consider a life-cycle perspective when purchasing our services. For this reason, we are asking you some information on the environmental management of your activities, to be provided filling in Annex 5 (Selection criteria - Information on environmental management).
	Requested evidence:
	• <u>EVIDENCE REQUESTED FOR REQUIREMENT 1:</u> The applicants and in case of consortium also its partner/s should submit a signed statement confirming that, for FPA implementation, their organisations will have individuals available with the required profile(s) for each area/task combination, described under part 1.3, to which the organisation is applying for (e.g. Task 1-Area 1). • <u>EVIDENCE REQUESTED FOR REQUIREMENT 2:</u> Annex 5 – Selection criteria, Information on environmental management • <u>LIST OF PROJECT TEAM MEMBERS NAMES</u> –the applicant should also summarise on one page, the names of the individual project team members. • Prior to signature of each Specific Agreement implementing the FPA, the beneficiary will be asked to provide the CVs of the individuals who will carry out the entrusted tasks for EFSA. These CVs will be subject to the agreement of EFSA prior to the signature of any Specific Agreement. CVs do not need to be submitted for the award of the FPA. For requirements 1 and 2 a template (Annex 5) is available to download in the Funding and Tenders Portal. The applicant must upload the completed template (a single pdf document of all requirements), in the relevant field under Part B and Annexes of the Funding and Tenders Portal. • <u>DECLARATION OF INTERESTS (DoIs)</u> Template available here. EFSA may request Individuals DoIs for members of the project team having influence and/or control over scientific outputs, prior to and as a condition of specific grant agreement signature. The Individual DoIs will have to be assessed by the EFSA Authorising Officer before and as a condition of specific grant agreement signature. <u>Individual and institutional DoIs do not need to be provided with your proposal at this stage.</u> Please refer to EFSA's policy on independence and the Decision of the Executive Director on Competing Interest Management for more detailed information.



2.5 AWARD CRITERIA

Criterion No. 2.5	For the award criteria a template (Annex 6) is available to download in the Funding and Tenders Portal. The applicant must upload the completed template (a single pdf document of all criteria) in the relevant field under Part B and Annexes of the Funding and Tenders Portal. The award criteria serve to assess the quality of the proposals in relation to the objectives of the Call. The following award criteria are applicable in this call.
	For each area/task combination claimed for in the proposal, the applying organisation shall deliver relevant outputs (e.g. reports of finalised projects, risk assessment reports/conclusion, scientific papers, etc...) in English that it considers to be representative of its capacity to perform the listed task(s) under the respective area(s) for which they apply under a Specific Agreement. For each area/task combination claimed for in the proposal, these outputs (or where relevant, the part of the outputs of relevance for the area/task combination applied for) will be assessed by EFSA in the light of the Guidance of the Scientific Committee on Transparency in the Scientific Aspects of Risk Assessments carried out by EFSA¹⁰, in particular on whether: 1. Clearly describe the objective and scope (Max 20 points, threshold 10 points); 2. Adequately address the source, nature and quality of the data, describe the assessment methods, assumptions, limitations and uncertainties (Max 50 points, threshold 25 points); 3. Present conclusions that are coherent with the main content (Max 20 points, threshold 10 points). 4. Are produced during the last 5 years (Max 10 points).

In order to be considered for the cascade, the proposal must:

- score a minimum of 70 points out of maximum possible 100 points; and
- for criteria 1, 2 and 3 score at least 50% of the points attributed to that criterion.

For each area/task combination, proposals which have satisfied these quality thresholds will be ranked according to the award criteria obtained in order to form the cascade of beneficiaries to whom an FPA will be awarded. A maximum of four beneficiaries will form the cascade for each area/task combination.

2.6 PROCESS FOLLOWING THE ASSESSMENT AGAINST AWARD CRITERIA

Following their ranking in the first four positions, EFSA reserves the right to invite applicants to adapt their proposal based on the evaluators' comments, in accordance with article 200(5) EU FR.

Following the successful conclusion of the adaptation phase, the award decision will be taken by EFSA. Subsequently, the grant agreement will be prepared.

In case some applicants fail to adapt the proposal, EFSA reserves the right to reject the proposal. The applicants will be notified, once the evaluation has been finalized, whether they are among the first four ranked or not.

¹⁰ Guidance of the Scientific Committee on transparency in the scientific aspects of risk assessment carried out by EFSA. Part 2: general principles. The EFSA Journal (2009) 1051, 1-22.



3. SUBMITTING PROPOSALS

3.1 SUBMISSION MODALITIES

You must submit your proposal electronically via the [EU Funding & Tenders Portal](#) before the time limit for receipt of proposals (indicated on page 2 of this call). A webinar showing step-by-step the use of the EU funding and Tender Portal for Grant submission on a pilot EFSA call is available at [this link](#) (from minute 15:39 to minute 45:55).

Registration in the Participant Register

Applicants submitting a proposal must be registered in the Participant Register - an online register of organisations and natural persons participating in European Commission's calls for tenders or proposals.

On registering, each participant obtains a Participant Identification Code (PIC, 9 - digit number) which acts as its unique identifier in the Participant Register. A participant needs to register only once – the information provided can be further updated or re-used by the participant in other European Commission's calls for tenders or calls for proposals.

At any moment during the grant procedure the Research Executive Agency Validation Services (hereafter the EU Validation Services) may contact the participant and ask for supporting documents on legal existence and status.

The requests will be made through the register's messaging system to the e-mail address of the participant's contact person indicated in the register. It is the responsibility of the participant to provide a valid e-mail address and to check it regularly.

The documents that may be requested by the EU Validation Services are listed in the [EU Grants and Tenders Rules on Legal Entity Validation, LEAR appointment and Financial Capacity assessment](#). Please note that a request for supporting documents by the EU Validation Services in no way implies that the grant application has been successful.

Submitting your proposal

The EU Funding & Tenders Portal allows applicants to respond to calls for proposals by preparing applications electronically in a structured and secured way and submitting proposals electronically.

To find more information on submitting your proposal, please read carefully the information on the page [Submit a proposal – electronic submission system](#). On the same page useful links to the [User guide of the submission system](#) and an [FAQ on proposal submission](#) are provided.

Make sure you submit your application on time: you are advised to start completing your application early. To avoid any complications with regard to late receipt/non-receipt of applications within the deadline, please ensure that you submit your application several hours before the deadline. It is not possible to submit an application after the deadline.



3.2 LANGUAGE OF THE PROPOSAL AND THE SUPPORTING DOCUMENTS

Proposals may be submitted in any official language of the European Union. However, as EFSA's working language is English, the submission of proposals in English would speed up the evaluation process.

Please note that some supporting documents are required. These supporting documents are an integral part of the proposal. If these supporting documents are in a language other than English, in order to facilitate and speed up the evaluation, it would be appreciated if a reliable translation of the relevant parts of the documents into English is provided with the proposal.

3.3 EXPECTED DURATION OF PROCEDURE

In accordance with Article 194(2) of the Financial Regulation, the maximum time-limits for the procedure are as follows:

- All applicants will be informed of the decision regarding their application within 6 months of the deadline for submission of proposals.
- Signature of the grant agreement will take place within 3 months from the date the successful applicant/s has/have been informed of the decision on their application.