Frequently asked questions on the Food Integrity research procurement process

What did the project do?

Although in the past considerable efforts have been made to underpin food integrity in general through scientific efforts, gaps still exist which hamper the optimal use of the scientific knowledge to the benefit of the food industry, official food control, and consumers world-wide. The project identified the current gaps, anticipated future gaps, and subsequently prioritised them. Focus will be on gaps in four major areas: analytical methodology ,traceability gaps, consumers and uptake/implementation gaps. The attached document shows the 4 top gaps that were the result of an extensive prioritisation process.

Why did the project do it?

Food Integrity was the project funded from the call topic KBBE 2013.2.4-01. The call text required that a competitive call was launched by the successful project. When we designed the project we allocated €3M euro of the €9M euros for the project for the competitive calls.

What are the next steps?

There has been a meeting of experts to prioritise the topic ideas into actual call texts for procurement in 2015 of research projects with indicative budgets and project durations. The call texts will be unveiled together with additional proposal information at the second annual project meeting in Bilbao from the 23 – 27th of March (add link to 26/3 event).

When is the call?

The call will be launched in late spring in 2015. We will publish details on the website https://secure.fera.defra.gov.uk/foodintegrity/index.cfm?sectionid=22, through the OJEU, on the commission website http://www.ojec.com/ and via other electronic media. Please check regularly for details.

Who can apply?

The normal rules of *FP7* apply.
https://ec.europa.eu/research/participants/portal/desktop/en/funding/reference_docs.html#fp7

We will be inviting small consortia to submit applications to address the call topics.

Where can we apply?

Full details will be posted on the Food Integrity Website.

How do we apply?

Full details will be posted on the Food Integrity Website.

What happens next?

Once the call has closed we will evaluate the applicants using the criteria for FP7 proposals. Successful consortia will be invited to accede to the Food Integrity project and will form a workpackage in the existing project.

When is the deadline for proposal submission?

The deadline for proposal submission is 16:00 BST, 14th August 2015

What is the timeline for delivery of the project?

Dependent on the individual calls but maximum duration of 2 years

What Amount of funding will be giving?

Total amount for all calls will be in the region of €2.9M

Is there a limit to the amount of partners in the consortium?

No, FP7 rules apply

How is participation funded?

Participation as a beneficiary in a FP7 project is on a cost-shared basis, the Commission making only a partial contribution to the total cost of work.

The FP7 rules state: *"at least three legal entities must participate, each of which must be established in a Member State or associated country, and no two of which may be established in the same Member State or associated country;"* **Does this rule apply to FoodIntegrity?**

In this instance the FP7 rules do not apply – there is no minimum number of legal entities required to submit a proposal. As stated in the Guide for Applicants, proposals can be submitted either by a single organisation responding to a competitive call or by a consortium of several eligible organisations.

Is the Call open to third countries and which type of participation or role is allowed?

If the third country is on the ICPC list then they are allowed to participate and receive funding as a partner in the project. The only restriction for eligible third countries is that the project must have the minimum number of participants from member states or associated countries.

How many proposals will be funded?

For Topic FI01, only one proposal will be funded. For Topics FI02, FI03 and FI04, more than one proposal may be funded.

Where can I view the FoodIntegrity Consortium Agreement and model Grant Agreement?

A redacted copy of the FoodIntegrity Consortium Agreement is available on our website. The model Grant Agreement can be viewed at
http://ec.europa.eu/research/participants/portal/desktop/en/funding/reference_docs.html#fp7
(Model grant agreement, General, Core text).

What documents must I provide when submitting my proposal?

All you need to submit is your application proposal, which includes statements on your organisation but does not require any other documentation. You also have to include independent 'PIC' numbers (EU Participant portal) for each organisation involved in your proposal. If, after all the proposals have been evaluated, your bid is successful, further information on your organisation will be required upon integration into the existing FoodIntegrity project.

How do I submit my proposal?

Your proposal is submitted using our secure data transfer system. Applicants are provided with access to this area upon expressing interest. A full guide on how to submit is available on our website
https://secure.fera.defra.gov.uk/foodintegrity/index.cfm?sectionid=22

In what format should I submit my proposal?

Your proposal should be submitted as two separate PDF documents – one for Part A and one for Part B.

What happens once my proposal is submitted?

Once your proposal has been submitted, you (and your team addresses) will receive an acknowledgement of receipt email that will be sent to the email address you provided in the online platform. The sending of an acknowledgement receipt does not imply that your proposal has been accepted as eligible for evaluation. The FoodIntegrity will organise the evaluation of eligible proposals received in the light of the standard FP7 evaluation criteria for Collaborative Projects with the assistance of at least 2 independent experts. The proposals with the highest overall score are selected by the consortium.

Is there a maximum length to the written proposal?

There is no overall limit on the length of the document (other than the specified section limits).

Can Fera FIprocurement Team offer any guidance on the content of my proposal?

No: to ensure the fair and transparent procurement process Fera FIprocurement Team are unable to advise you on the content of your proposal.

If preparing a proposal as a consortium, do partners need to provide signatures/letters of agreement?

The partners in your consortium do not need to provide a letter of agreement at this stage. However if your consortium is selected for funding, all partners will have to sign a Grant Agreement and Consortium Agreement.

Is it possible to purchase equipment as part of the call?

If equipment were to be purchased, justifications would be expected and the amount funded from the project would expect to be adjusted according to percentage use on the project and life of equipment.

What percentage of total project cost can be covered by EU funding?

The upper funding limits for the four topics are stated in the Guide for Applicants, however, applicants must follow article 33 of the EUs financial rules document: http://ec.europa.eu/research/participants/data/ref/fp7/90749/ecrulesforparticipation_en.pdf

Organizations from other countries (e.g. US) can participate without funding but can their travel and subsistence costs be funded by the project?

Travel and subsistence costs are considered a direct cost so would not be able to be funded via the project to a partner in question - they should cover their own participation costs.

Will applying for the FoodIntegrity funding affect my ability to apply for Phase 2 H2020 grants?

No - irrespective of outcome, applications for the FoodIntegrity grant will not affect applications for future Phase 2 grants.

How much funding can be requested by any one country?

There is no written rule which applies to this project on this matter.

Is there a minimum cost for proposals?

There is no minimum value for proposals.