



CALL FOR PROPOSALS

SIMPLIFIED FORM OF GRANT - FINANCING BASED ON ACHIEVEMENT OF RESULTS¹

Call reference: GP/EFSA/PLANTS/2022/05

Call title: Development of crop-based survey tools for plants pests of fruit trees, conifers, and palms and ornamentals in the EU

Project/Process code: EPA04.01.02

Budget line: 3210

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.

¹ Article 125.1(a) FR



INDICATIVE PROCEDURE TIMETABLE

| Milestone | Date ² | Comments |
|--|-------------------|--|
| Launch date | 30/05/2022 | Date of call publication on EFSA's website. |
| Deadline for applicants to raise clarification questions to EFSA | 08/09/2022 | 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 | 12/09/2022 | 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 <i>Any proposal posted after the final deadline will automatically be rejected.</i> | 16/09/2022 | <p>You can submit your proposal:</p> <ul style="list-style-type: none"> - either by post (registered mail) or by courier not later than 16/09/2022, in which case the evidence of the date of dispatch shall be constituted by the postmark or the date of the deposit slip, to the address indicated below. The applicant submitting a proposal by post or by courier is requested to send an informative e-mail to EFSAProcurement@efsa.europa.eu. - or delivered by hand not later than 12.30 hours (Italian time) on 16/09/2022 to the address indicated below. In this case, a receipt must be requested from EFSA as proof of submission, signed and dated by the staff member in EFSA Post Office who accepted the delivery. The EFSA Post Office is open from 8.30 to 12.30 Monday to Friday. It is closed on Saturdays, Sundays and EFSA holidays. <p>Submission by post, courier or hand to this address: <u>European Food Safety Authority - EFSA</u> <u>For the attention of Mrs Muriel Pesci</u> <u>Finance Unit (Procurement Team)</u> <u>Via Carlo Magno 1/A, I – 43126 Parma, Italy</u></p> <p>Proposals must be submitted using the double envelope system. The outer envelope should be sealed with adhesive tape, signed across the seal and carry the following information:</p> <ul style="list-style-type: none"> - "CALL FOR PROPOSALS GP/EFSA/PLANTS/2022/05– NOT TO BE OPENED BY THE INTERNAL MAIL DEPARTMENT". - name of the applicant - the posting date should be legible on the outer envelope. |
| Notification of the evaluation results | October 2022 | 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 | November 2022 | Estimated |

² All times are in the time zone of the country of the EFSA.



Provide EFSA with feedback:

If you considered applying to this call for proposals but finally decided not to do so, your feedback and reasoning for such a decision would be very much appreciated. Please address it to: EFSAProcurement@efsa.europa.eu. EFSA will process any feedback confidentially in order to improve the quality of its future grant calls.



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ANNEXES:

- Annex 1: Draft grant agreement
- Annex 2: Application form
- Annex 3: Legal entity form (download template [here](#))
- Annex 4: Financial identification form (download template [here](#))
- Annex 5 & 6: Declaration on honour for exclusion and selection criteria
- Annex 7: Simplified financial statement
- Annex 8: Institutional and Individual declarations of interests (download template [here](#))
- Appendix 1: Request from the European Commission to EFSA to support the MS in survey preparation and planning
- Appendix 2: Schematic structure of a pest survey card



1. GRANT OPPORTUNITY AND CONDITIONS

1.1 LEGAL FRAMEWORK

Article 36 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 foresees the possibility to financially support networking of organisations operating in the fields within the EFSA's mission.

In particular, Article 36 (1) 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, the development and implementation of joint projects⁴, the exchange of expertise and best practices in the fields within the Authority's mission.

On the 19th December 2006 the Management Board, acting on a proposal from the Executive Director, drew up a list of competent organisations designated by the Member States which may assist EFSA, either individually or in networks, with its mission. This list is regularly updated by EFSA's Management Board.

Article 5 of 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 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 Regulation (EU, Euratom) 2018/1046⁵ of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012.

The present Call is based on EFSA's 2021 Work Programme for grants and operational procurements as presented in Annex XIa of the Programming Document 2021 – 2023, available on the EFSA's website⁶.

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.

⁵ <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32018R1046&from=IT>

⁶ <https://www.efsa.europa.eu/sites/default/files/event/2020/mb201217/9-programming-document-2021-2023-7mb201217-a2.pdf>



SIMPLIFIED FORM OF GRANT - FINANCING BASED ON ACHIEVEMENT OF RESULTS

Financing based on achievement of results as opposed to financing based on cost is a new type of grant introduced in the EU financial Regulation 2018. This type of grant gives advantages on an administrative level to both EFSA and the beneficiaries. The below table illustrates the main changes.

- **Co-financing principle is not applicable**
- **No-profit principle is not applicable**
- **Estimated budget is not requested**
- **The concept of eligible/non eligible costs is no longer relevant**
- **Payments are done based on approval of deliverables. No need for EFSA to calculate the final grant amount based on spending and no need for the beneficiary to submit supporting documents for incurred costs.**



1.2 BACKGROUND AND MAIN OBJECTIVE OF THE CALL

BACKGROUND

The mission of the EFSA Plant Health Monitoring team within the EFSA PLANTS Unit is to provide the EU risk managers (the European Commission, the European Parliament and the EU Member States) with scientific advice and scientific and technical assistance in the field of plant health. Since 2017, on requests of the European Commission, the EFSA provides support to the EU Member States in the planning and execution of plant pest surveys.

MAIN OBJECTIVE OF THE CALL

This call for proposal aims at identifying Article 36 organisations to support EFSA for output related to the pest surveillance activities falling within the mission of the EFSA Plant Health Monitoring team.

In particular, following the development of a methodological framework for supporting the Member States in the preparation and design of statistically sound and risk-based surveys (EFSA toolkit for pest surveys⁷), EFSA has been requested by the European Commission DG SANTE to further assist scientifically and technically the EU Member States in the plant pest surveys for the EU Member States (M-2020-0114 see Appendix 1). Specifically, EFSA is requested to prepare pest survey cards for all the EU quarantine pests, the protected zone pest and provisional quarantine pests and to further develop tools and methods to assist Member States in optimizing their survey efforts.

The main objective of this call for proposal is to identify organisations to support EFSA in the development of tools to support the MSs in the planning and preparation of crop-based surveys of regulated pests in line with the **EU regulation in force**⁸. In particular, EFSA wishes to identify partner organisations for characterizing crops affected by regulated pests and preparing plant pests technical reports (i.e. EFSA Pest Survey Cards) in the following three lots:

- **Lot 1:** for fruit trees (pome fruits and stone fruits);
- **Lot 2:** for coniferous trees;
- **Lot 3:** for palms (Arecaceae) and ornamental plants.

The organisations applying for this call must indicate precisely in their proposal for which lot/(s) they are applying. Organisations can apply for one or more lots. In case the organisation submits proposals for more than one lot, the proposals should be submitted as independent proposal in order to allow independent evaluation of the proposal for each Lot.

1.3 SPECIFIC OBJECTIVES OF THE CALL

The objective of this call is to establish a partnership between the Authority and a partner for a **18 months duration for Lot 1, for a 18 months duration for Lot 2 and for a 12 months duration for Lot 3** of this call as defined below.

⁷The documents of the EFSA toolkit for pest surveillance in the EU are available online at [https://efsa.onlinelibrary.wiley.com/doi/toc/10.1002/\(ISSN\)1831-4732.toolkit-plant-pest-surveillance](https://efsa.onlinelibrary.wiley.com/doi/toc/10.1002/(ISSN)1831-4732.toolkit-plant-pest-surveillance) and at <https://storymaps.arcgis.com/stories/810dcf6ec5a94a9d8c159711a24c8124>

⁸Commission Implementing Regulation (EU) 2019/2072 <https://eur-lex.europa.eu/legal-content/it/TXT/?uri=CELEX:32019R2072#>



1.3.1 LOT 1: Pests of fruit trees

Specifically, in the development of tools to support the MSs in the planning and preparation of crop-based surveys of regulated pests affecting fruit trees, the organisation awarded a grant shall provide support to EFSA fulfilling the following outputs for pests of fruit trees listed in **Table 1**.

Table 1: List of regulated pests affecting fruit trees

| # Pest | Scientific name | EPPO code |
|--------|--|-----------|
| 1 | <i>Acrobasis pirivorella</i> (Matsumura) | [NUMOPI] |
| 2 | <i>Anthonomus quadrigibbus</i> Say | [TACYQU] |
| 3 | <i>Apiosporina morbosa</i> (Schwein.) Arx | [DIBOMO] |
| 4 | <i>Apriona cinerea</i> Chevrolat | [APRICI] |
| 5 | <i>Botryosphaeria kuwatsukai</i> (Hara) G.Y. Sun and E. Tanaka | [PHYOPI] |
| 6 | <i>Carposina sasakii</i> Matsumara | [CARSSA] |
| 7 | <i>Grapholita inopinata</i> (Heinrich) | [CYDIIN] |
| 8 | <i>Grapholita prunivora</i> (Walsh) | [LASPPR] |
| 9 | <i>Grapholita packardi</i> Zeller | [LASPPA] |
| 10 | <i>Gymnosporangium</i> spp. (except: <i>Gymnosporangium amelanchieris</i> E. Fisch. ex F. Kern [GYMNAM], <i>Gymnosporangium atlanticum</i> Guyot & Malençon [GYMNAT], <i>Gymnosporangium clavariiforme</i> (Wulfen) DC [GYMNCF], <i>Gymnosporangium confusum</i> Plowr. [GYMNCO], <i>Gymnosporangium cornutum</i> Arthur ex F. Kern [GYMNCR], <i>Gymnosporangium fusisporum</i> E. Fisch. [GYMNFS], <i>Gymnosporangium gaeumannii</i> H. Zogg [GYMNGA], <i>Gymnosporangium gracile</i> Pat. [GYMNGR], <i>Gymnosporangium minus</i> Crowell [GYMNMI], <i>Gymnosporangium orientale</i> P. Syd. & Syd. [GYMNOR], <i>Gymnosporangium sabinae</i> (Dicks.) G. Winter [GYMNFU], <i>Gymnosporangium torminali-juniperini</i> E. Fisch. [GYMNTJ], <i>Gymnosporangium tremelloides</i> R. Hartig [GYMNTR]) | [1GYMNG] |
| 11 | <i>Longidorus diadecturus</i> Eveleigh and Allen | [LONGDI] |
| 12 | <i>Phyllosticta solitaria</i> Ellis & Everhart | [PHYSSL] |
| 13 | <i>Saperda candida</i> Fabricius | [SAPECN] |
| 14 | Tomato ringspot virus | [TORSVO] |
| 15 | <i>Venturia nashicola</i> S. Tanaka & S. Yamamoto | [VENTNA] |
| 16 | <i>Xiphinema americanum</i> Cobb <i>sensu stricto</i> | [XIPHAA] |
| 17 | <i>Xiphinema bricolense</i> Ebsary, Vrain & Graham | [XIPHBC] |
| 18 | <i>Xiphinema inaequale</i> Khan et Ahmad | [XIPHNA] |



Lot 1. Deliverable 1: Pest-host-detection database

By the 2nd month after the start of the project, provide an **Excel spreadsheet** indicating for each pest included in Table 1: the list of host plant species and the detection and identification methodologies. The list of host plants should include the taxonomy (family, genus, species), the scientific and common name of the plant species. The detection and identification methodologies should include visual examination (of the pest, symptoms, signs), trapping (if applicable), sample collection, timing of detection, morphological identification, laboratory testing.

Lot 1. Deliverable 2: Crop characterization

By the 6th month after the start of the project, provide an **Excel spreadsheet and short technical report (Word file)** for characterizing the fruit trees crop by including the following information:

- a. Plant species belonging to the crop "fruit trees" in the EU;
- b. For each species in point a., describe phenology (e.g. dormancy, flowering, fruiting) and cultivation practices (e.g. production cycle from planting to pruning and harvesting);
- c. For each species in point a., indicate climatic suitability and distribution in the EU (production/distribution area for each Member State) with information on the agro-ecosystem (e.g. cultivated, ornamental, wild);
- d. For each species in point a., indicate the regulatory requirements/restrictions of plants for planting and commodities in the EU according to EU regulation in force;
- e. For each species in point a., indicate trade and import (flows and hubs) of plants for planting and commodities in the EU;
- f. List of regulated pests that can be hosted by the crop.

Lot 1. Deliverable 3: Delivery plan of pest survey cards

By the 6th month after the start of the project, based on Deliverables 1 and 2, the grant holder will organize a web meeting with EFSA:

- a. to present the Deliverable 2;
- b. to propose and agree the number of pest survey cards to be prepared in Deliverable 4 and the corresponding delivery plan.

Lot 1. Deliverable 4: Pest survey cards

By the 6th month after the beginning of the project until the end of the project, provide **three initial drafts of pest survey cards every 2 months** according to the agreement following Deliverable 3. For each pest survey card the grant holder will deliver an initial draft for review by EFSA and a final draft with integration of the review comments to be completed within 1 month.

The pest survey follows the EFSA template (that will be provided), as example refer to the specific examples recently published: a) pest survey card on Satsuma dwarf virus (<https://arcg.is/1GCW4C0>); b) pest survey card on *Naupactus leucoloma*



(<https://arcg.is/110Ga9>); c) other cards accessible from the Index of the EFSA Plant Pest Survey toolkit
<https://efsa.maps.arcgis.com/apps/MinimalGallery/index.html?appid=f91d6e95376f4a5da206eb1815ad1489>

For each pest a specific literature search should be performed to collect and review the relevant information, required for preparing and designing surveys, listed in the schematic structure of pest survey cards (Appendix 2), i.e.: taxonomy, EU regulatory status, life/pathogen cycle, pest distribution, host range, environmental suitability, spread capacity, identification of risk factors, detection in the field (visual examination, trapping, sample collection, timing), identification in the lab (morphological identification, lab testing).

1.3.2 LOT 2: Pests of coniferous trees

Specifically, in the development of tools to support the MSs in the planning and preparation of crop-based surveys of regulated pests⁹ affecting coniferous trees, the organisation awarded a grant shall provide support to EFSA fulfilling the following outputs for pests of coniferous trees listed in **Table 2**:

Table 2: List of regulated pests affecting conifers.

| # Pest | Scientific name | EPPO code |
|--------|---|-----------|
| 1 | <i>Aschistonyx eppoi</i> Inouye | [ASCXEP] |
| 2 | <i>Oligonychus perditus</i> Pritchard and Baker | [OLIGPD] |
| 3 | <i>Choristoneura</i> spp.: 1. <i>Choristoneura carnana</i> Barnes & Busck [CHONCA] 2. <i>Choristoneura conflictana</i> Walker [ARCHCO] 3. <i>Choristoneura fumiferana</i> Clemens [CHONFU] 4. <i>Choristoneura lambertiana</i> Busck [TORTLA] 5. <i>Choristoneura occidentalis</i> biennis Freeman 6. <i>Choristoneura occidentalis</i> occidentalis Freeman [CHONOC] 7. <i>Choristoneura orae</i> Freeman [CHONOR] 8. <i>Choristoneura parallela</i> Robinson [CHONPA] 9. <i>Choristoneura pinus</i> Freeman [CHONPI] 10. <i>Choristoneura retiniana</i> Walsingham [CHONRE] 11. <i>Choristoneura rosaceana</i> Harris [CHONRO] | |
| 4 | <i>Atropellis</i> spp. | [1ATRPG] |
| 5 | <i>Coniferiporia sulphurascens</i> (Pilát) L.W. Zhou & Y.C. Dai | [PHELSU] |
| 6 | <i>Coniferiporia weirii</i> (Murrill) L.W. Zhou & Y.C. Dai | [INONWE] |
| 7 | <i>Cronartium</i> spp. (except: <i>Cronartium gentianeum</i> (Thümen) [CRONGE], <i>Cronartium pini</i> (Willdenow) Jørstad [ENDCPI] and <i>Cronartium ribicola</i> Fischer [CRONRI]) | [1CRONG] |
| 8 | <i>Gremmeniella abietina</i> (Lagerberg) Morelet | [GREMAB] |

⁹ See Commission Implementing Regulation (EU) 2019/2072 <https://eur-lex.europa.eu/legal-content/it/TXT/?uri=CELEX:32019R2072#>



| | | |
|----|--|----------|
| 9 | <i>Guignardia laricina</i> (Sawada) W. Yamam& Kaz. Itô | [GUIGLA] |
| 10 | <i>Melampsora farlowii</i> (Arthur) Davis | [MELMFA] |
| 11 | <i>Mycodiella laricis-leptolepidis</i> (Kaz. Itô, K. Satô & M. Ota) Crous | [MYCOLL] |
| 12 | <i>Phytophthora ramorum</i> Werres, De Cock & Man in 't Veld | [PHYTRA] |
| 13 | <i>Pseudocercospora pini-densiflorae</i> (Hori & Nambu) Deighton | [CERSPD] |
| 14 | <i>Arceuthobium</i> spp. (except: <i>Arceuthobium azoricum</i> Wiens & Hawksworth [AREAZ], <i>Arceuthobium gambyi</i> Fridl [AREGA] and <i>Arceuthobium oxycedri</i> DC. M. Bieb. [AREOX]) | [1AREG] |

Lot 2. Deliverable 1: Pest-host-detection database

By the 2nd month after the start of the project, provide an **Excel spreadsheet** indicating for each pest included in Table 1: the list of host plant species and the detection and identification methodologies. The list of host plants should include the taxonomy (family, genus, species), the scientific and common name of the plant species. The detection and identification methodologies should include visual examination (of the pest, symptoms, signs), trapping (if applicable), sample collection, timing of detection, morphological identification, laboratory testing.

Lot 2. Deliverable 2: Crop characterization

By the 6th month after the start of the project, provide an **Excel spreadsheet and short technical report (Word file)** for characterizing the coniferous trees crop by including the following information:

- a. Plant species belonging to the crop "coniferous trees" in the EU;
- b. For each species in point a., describe phenology (e.g. dormancy, flowering, fruiting) and cultivation practices (e.g. production cycle from planting to pruning and harvesting);
- c. For each species in point a., indicate climatic suitability and distribution in the EU (production/distribution area for each Member State) with information on the agro-ecosystem (e.g. cultivated, ornamental, wild);
- d. For each species in point a., indicate the regulatory requirements/restrictions of plants for planting and commodities in the EU according to EU regulation in force;
- e. For each species in point a., indicate trade and import (flows and hubs) of plants for planting and commodities in the EU;
- f. List of regulated pests that can be hosted by the crop.

Lot 2. Deliverable 3: Delivery plan of pest survey cards

By the 6th month after the start of the project, based on Deliverables 1 and 2, the grant holder will organize a web meeting with EFSA:

- a. to present the Deliverable 2;



- b. to propose and agree the number of pest survey cards to be prepared in Deliverable 4 and the corresponding delivery plan.

Lot 2. Deliverable 4: Pest survey cards

By the 6th month after the beginning of the project until the end of the project, provide **three initial drafts of pest survey cards every 2 months** according to the agreement following Deliverable 3. For each pest survey card the grant holder will deliver an initial draft for review by EFSA and a final draft with integration of the review comments to be completed within 1 month.

The pest survey follows the EFSA template (that will be provided), as example refer to the specific examples recently published: a) pest survey card on Satsuma dwarf virus (<https://arcg.is/1GCW4C0>); b) pest survey card on *Naupactus leucoloma* (<https://arcg.is/110Ga9>); c) other cards accessible from the Index of the EFSA Plant Pest Survey toolkit <https://efsa.maps.arcgis.com/apps/MinimalGallery/index.html?appid=f91d6e95376f4a5da206eb1815ad1489>

For each pest a specific literature search should be performed to collect and review the relevant information, required for preparing and designing surveys, listed in the schematic structure of pest survey cards (Appendix 2), i.e.: taxonomy, EU regulatory status, life/pathogen cycle, pest distribution, host range, environmental suitability, spread capacity, identification of risk factors, detection in the field (visual examination, trapping, sample collection, timing), identification in the lab (morphological identification, lab testing).

1.3.3 LOT 3: Pests of palms and ornamental plants

Specifically, in the development of tools to support the MSs in the planning and preparation of crop-based surveys of regulated pests¹⁰ affecting palms and ornamental plants, the organisation awarded a grant shall provide support to EFSA fulfilling the following outputs for pests of palms and ornamentals listed in **Table 3**:

Table 3: List of regulated pests affecting palms and ornamental plants.

| # Pest | Scientific name | EPPO code |
|--------|---|-----------|
| 1 | <i>Fusarium oxysporum</i> f. sp. <i>albedinis</i> (Kill. & Maire) W.L. Gordon | [FUSAAL] |
| 2 | <i>Myndus crudus</i> van Duzee | [MYNDCR] |
| 3 | <i>Paysandisia archon</i> (Burmeister) | [PAYSAR] |
| 4 | <i>Rhynchophorus ferrugineus</i> (Olivier) | [RHYCFE] |
| 5 | <i>Rhynchophorus palmarum</i> (L.) | [RHYCPA] |
| 6 | Palm lethal yellowing phytoplasmas: 1. <i>Candidatus</i> Phytoplasma <i>cocostanzania</i> – subgroup 16SrIV-C 2. <i>Candidatus</i> Phytoplasma <i>palmae</i> – subgroups 16SrIV-A, 16SrIV-B, 16SrIV-D, 16SrIV-E, 16SrIV-F 3. <i>Candidatus</i> Phytoplasma <i>palmicola</i> – 16SrXXII-A | [PHYP56] |

¹⁰ See Commission Implementing Regulation (EU) 2019/2072 <https://eur-lex.europa.eu/legal-content/it/TXT/?uri=CELEX:32019R2072#>



| | | |
|---|---|----------|
| | 4. <i>Candidatus</i> Phytoplasma palmicola-related strain 16SrXXII-B 5. New <i>Candidatus</i> Phytoplasma causing palm lethal yellowing from 16SrIV group – ‘Bogia coconut syndrome’ | |
| 7 | <i>Nemorimyza maculosa</i> (Malloch) | [AMAZMA] |
| 8 | <i>Ripersiella hibisci</i> Kawai and Takagi [RHIOHI] | [RHIOHI] |
| 9 | Chrysanthemum stem necrosis virus | [CSNV00] |

Lot 3. Deliverable 1: Pest-host-detection database

By the 2nd month after the start of the project, provide an **Excel spreadsheet** indicating for each pest included in Table 1: the list of host plant species and the detection and identification methodologies. The list of host plants should include the taxonomy (family, genus, species), the scientific and common name of the plant species. The detection and identification methodologies should include visual examination (of the pest, symptoms, signs), trapping (if applicable), sample collection, timing of detection, morphological identification, laboratory testing.

Lot 3. Deliverable 2: Crop characterization

By the 4th month after the start of the project, provide an **Excel spreadsheet and short technical report (Word file)** for characterizing the palms and ornamental plants crop by including the following information:

- a. Plant species belonging to the crop “palms and ornamental plants” in the EU;
- b. For each species in point a., describe phenology (e.g. dormancy, flowering, fruiting) and cultivation practices (e.g. production cycle from planting to pruning and harvesting);
- c. For each species in point a., indicate climatic suitability and distribution in the EU (production/distribution area for each Member State) with information on the agro-ecosystem (e.g. cultivated, ornamental, wild);
- d. For each species in point a., indicate the regulatory requirements/restrictions of plants for planting and commodities in the EU according to EU regulation in force;
- e. For each species in point a., indicate trade and import (flows and hubs) of plants for planting and commodities in the EU;
- f. List of regulated pests that can be hosted by the crop.

Lot 3. Deliverable 3: Delivery plan of pest survey cards

By the 4th month after the start of the project, based on Deliverables 1 and 2, the grant holder will organize a web meeting with EFSA:

- a. to present the Deliverable 2;
- b. to propose and agree the number of pest survey cards to be prepared in Deliverable 4 and the corresponding delivery plan.

Lot 3. Deliverable 4: Pest survey cards



By the 6th month after the beginning of the project until the end of the project, provide **three initial drafts of pest survey cards every 2 months** according to the agreement following Deliverable 3. For each pest survey card the grant holder will deliver an initial draft for review by EFSA and a final draft with integration of the review comments to be completed within 1 month.

The pest survey follows the EFSA template (that will be provided), as example refer to the specific examples recently published: a) pest survey card on Satsuma dwarf virus (<https://arcg.is/1GCW4C0>); b) pest survey card on *Naupactus leucoloma* (<https://arcg.is/110Ga9>); c) other cards accessible from the Index of the EFSA Plant Pest Survey toolkit <https://efsa.maps.arcgis.com/apps/MinimalGallery/index.html?appid=f91d6e95376f4a5da206eb1815ad1489>

For each pest a specific literature search should be performed to collect and review the relevant information, required for preparing and designing surveys, listed in the schematic structure of pest survey cards (Appendix 2), i.e.: taxonomy, EU regulatory status, life/pathogen cycle, pest distribution, host range, environmental suitability, spread capacity, identification of risk factors, detection in the field (visual examination, trapping, sample collection, timing), identification in the lab (morphological identification, lab testing).

1.4 ELIGIBLE ORGANISATIONS

In order to achieve the main objective of the call, the proposal 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 is responsible for identifying consortium partners.

To be eligible, the applicant and in case of a consortium the partner/s 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. You may consult the list on EFSA's website at <http://www.efsa.europa.eu/en/networks/art36.htm>.

1.5. ROLES AND RESPONSIBILITIES

Proposals should be submitted independently for each lot.

A) If the proposal is submitted by a consortium:

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

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

Once the grant is awarded the grant agreement is signed between EFSA, the applicant and all partners. However, the partners do not sign themselves the grant agreement. They give to the applicant, if they agree so, a mandate (template will be provided by EFSA), where they authorise



the applicant to sign the grant agreement, and any possible amendments to it, also on their behalf. This facilitates the signature process where only two signatures need to be collected, one from EFSA and one from the applicant. As soon as the grant agreement is signed the applicant becomes **the Coordinator** and its partner/s become **the Co-Beneficiary/ies**. The coordinator and co-beneficiary/ies are together 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 will become Annex 1 of the grant agreement. If a beneficiary fails to implement its part of the project, the other beneficiaries become responsible for implementing its part.

Regarding **the coordinator**, please note also the following important roles:

- Take part in implementing the project;
- Monitors that the action is implemented properly;
- Act as the intermediary for any communication between the consortium and EFSA;
- Receive and answers all claims EFSA might have in relation to the implementation of the project;
- Request and review any documents or information required by EFSA and verify their completeness and correctness before passing them on to EFSA;
- Inform EFSA and the partner/s of any event that is likely to substantially affect the implementation of the project;
- Submit the deliverables and reports to EFSA;
- Request and receive payments from EFSA and distribute 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.

Regarding **the other beneficiary/ies**, please note also the following important roles:

- Take part in implementing the project;
- Forward to the coordinator the data needed to draw up the reports 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.

B) If the proposal is submitted by a sole applicant:

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

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

As soon as the grant 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 will become Annex 1 of the grant agreement.

Regarding **the beneficiary**, please note also the following important roles:

- Take part in implementing the project;
- Monitors that the action is implemented properly;
- Communicate with EFSA;
- Receive and answer all claims EFSA might have in relation to the implementation of the project;
- Request and review any documents or information required by EFSA and verify their completeness and correctness before passing them on to EFSA;



- Inform EFSA of any event that is likely to substantially affect the implementation of the project;
- Submit the deliverables and reports to EFSA;
- Request and receive payments from EFSA.

1.6. POSSIBILITY OF IMPLEMENTING CONTRACTS AND SUBCONTRACTING

Implementation contracts:

Where the implementation of the project requires the award of procurement contracts (implementation contracts), e.g. purchase of an equipment, the beneficiary/ies must award the contract to the entity offering the best value for money or the lowest price (as appropriate), avoiding conflicts of interests, and retain the documentation for the event of an audit.

Entities acting in their capacity of contracting authorities in the meaning of applicable public procurement directive shall abide by the applicable national public procurement rules.

Sub-contracting:

It is a subgroup of the implementation contracts, hence must satisfy the above conditions. Sub-contractors are not consortium partners. They are not part of the grant agreement. They don't have a contractual relationship with EFSA. Subcontractors are entities contracted by the applicant and/or its partner/s to carry out some specific tasks. Subcontracting is allowed under these conditions:

- Subcontracting only covers the implementation of a limited part of the action.
- Recourse to subcontracting is justified having regard to the nature of the project and what is necessary for its implementation;
- The tasks intended to be subcontracted and the corresponding estimated costs must be approved by EFSA before the signature of the grant agreement;
- Any recourse to subcontracting while the project is in progress, if not envisaged from the outset in the proposal, is subject to prior authorisation in writing by EFSA, and shall be formalised via an amendment of the grant agreement.
- The conditions applicable to the beneficiaries under Article II.7 of the grant agreement are also applicable to the subcontractor.
- Core tasks, such as project coordination, cannot be subcontracted.

1.7 DURATION, MEETINGS AND REPORTING

The maximum duration of projects under this call is 18 months for Lot 1, 18 months for Lot 2 and 12 months for Lot 3 after the kick-off meeting.

Below mentioned meetings with EFSA are foreseen for each lot:

1. Kick off meeting (physical meeting or tele-meeting to be agreed, depending on the Covid situation in the EU): The kick-off meeting is regarded as the start of the project and takes place **no later than two months** after the signature of the grant agreement. At this meeting, details of the project will be discussed and the objectives, the report structure and timeframe will be clarified. In particular, the beneficiary will present in details their proposal for delivering the different outputs of deliverables 1, 2, 3 and 4. Minutes of the meeting shall be taken and provided to EFSA by the beneficiary. During this meeting EFSA will provide guidance to the grant-holder's team on the preparation of the pest survey cards, the EFSA quality standard and specific requirements.



2. Interim tele-meetings will be held every month to report on progress as well as any problems or difficulties encountered during the project. Minutes of the meeting shall be taken and provided to EFSA by the beneficiary.

The deliverables/reports must be drafted in United Kingdom Standard English language and may be subject to publication at EFSA's discretion and should be in line with the EFSA quality standards.

Foreseen planning of meetings and deliverables

Lot 1 and Lot 2

| Time from kick-off meeting | Month 2 | Month 6 | From month 6 to 18 |
|-----------------------------------|---|---|----------------------------------|
| Deliverables /reports | Deliverable 1: Pest-host-detection database | Deliverable 2: Crop characterization Deliverable 3: Delivery plan of pest survey cards | Deliverable 4: Pest survey cards |
| Meetings | Kick-off meeting (can be held earlier) | Monthly progress meetings | |

Lot 3

| Time from kick-off meeting | Month 2 | Month 4 | From month 6 to 12 |
|-----------------------------------|---|---|----------------------------------|
| Deliverables /reports | Deliverable 1: Pest-host-detection database | Deliverable 2: Crop characterization Deliverable 3: Delivery plan of pest survey cards | Deliverable 4: Pest survey cards |
| Meetings | Kick-off meeting (can be held earlier) | Monthly progress meetings | |

Foreseen milestones and corresponding completion rate

| Milestones | Project completion rate % |
|---|--|
| Approval of Deliverable 1 | 10% |
| Approval of Deliverable 2 | 30% |
| Approval of Deliverable 3 | 10% |
| Approval of Deliverable 4 - approval of the final survey cards as from delivery plan approved within Deliverable 3 b. (at the end of the project) | 50% (provided that all planned survey cards are delivered) |
| Full approval of all deliverables | 100% |



1.8 PAYMENTS

The following payment scheme will be applied to the signed grant agreement:

- **pre-financing payment**, upon grant agreement entry into force, without need for a request for payment, between 10 and 30% of the maximum grant amount set out in the grant agreement; the aim of the pre-financing is to provide the beneficiaries with a float; it remains the property of the EU until the payment of the balance. Please note the exact amount of pre-financing will be determined at the time of awarding the grant;
- **interim payment**, based on the request for interim payment, between 20 and 40% of the maximum grant amount set out in the grant agreement after completion of Deliverable 1, 2 and 3. The interim payment is subject to the approval by EFSA of the deliverables corresponding to **Deliverable 1, 2 and 3**;
- **final payment (payment of the balance)**, the amount due as the balance payment is calculated by EFSA by deducting from the final EFSA grant amount the total amount of pre-financing and interim payments already made. The payment is subject to the approval by EFSA of all the outputs related to **Deliverable 4**.

1.9 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:

- **Co-financing**: Not applicable
- **No-profit**: Not applicable
- **Non-retroactivity**: A grant may be awarded for a project which has already begun provided that the applicant can demonstrate the need for starting the action prior to signature of the grant agreement. In such cases, costs eligible for financing shall not have been incurred prior to the date of submission of the grant application. No grant may be awarded retrospectively for a project already completed.
- **Non-cumulative**: A project may only receive one grant from the EU budget. In no circumstances shall the same costs be financed twice by the Union budget. To ensure this, the applicant shall indicate the sources and amounts of Union funding received or applied for the same project or part of the project or for its functioning during the same financial year as well as any other funding received or applied for the same project.

1.10 EFSA GRANT CONTRIBUTION

The grant will take the form of financing not linked to costs amounting to **maximum of 170.000 euro for Lot 1, 170.000 euro for Lot 2 and 100.000 euro for Lot 3**.

Payment will be conditioned on the achievement of the results described in point 1.7. In case the action is not implemented in line with the project, EFSA will reduce the maximum contribution initially estimated, in line with the actual implementation of the action.



EFSA intends to fund one proposal per lot following this Call. However, EFSA reserves the right not to award all the funds available at any cost, e.g. if the quality of submitted proposals will not be satisfactory.

Please note that EFSA has also the right not to award any grant and to cancel the whole grant procedure at any time before the signature of the grant agreement without any compensation to be paid to the applicant.

If the amount granted is lower than the funding needed by the applicant, it is up to the latter to find supplementary financing or to cut down on the total cost of the project without diluting either the objectives or the content.

1.11 PUBLICITY

The beneficiary/ies is/are expected to follow the rules on visibility of EFSA funding set out in Article II.8 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.

1.12 PROTECTION OF PERSONAL DATA IN RELATION TO GRANT PROCEDURES

Processing your application in the context of this grant procedure, will involve the recording and processing of personal data (i.e. the name, any CV and contact details and/or financial details of individuals contained in your application) pursuant to Regulation (EC) N° 2018/1725¹¹.

Unless indicated otherwise, the questions and any personal data requested are required to evaluate the application in accordance with the specifications of the Call and the data will be processed solely for that purpose.

Detailed information on the processing of personal data in the context of grant award procedures of EFSA is given in the [Privacy Statement](#) available on the EFSA website. This on-line privacy statement details the following:

- the legal basis, purpose and controller of the personal data processing;
- what personal information EFSA is collecting and/or further processing;
- to whom personal data is disclosed;

¹¹ 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.



- what technical means are applied for data processing and way in which EFSA secures the information;
- how data subjects can access, modify and delete their information;
- how long EFSA keeps the personal data;
- the contact details for data subjects to exercise their rights;
- the right of recourse to the European Data Protection Supervisor.

Personal data may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 136 - 140 of the Financial Regulation. For more information see the Privacy Statement on: http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm).

In case the implementation of activities under an awarded grant entails the processing of personal data, the beneficiary shall comply with the relevant **rules in the Grant Agreement (Annex 1)** as a data processor of EFSA.

1.13 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.

1.14 OPEN ACCESS

EFSA is committed to the publication of grant outputs as technical reports either in the EFSA Journal or in the Plant pest survey gallery in ArcGis platform (<https://efsa.maps.arcgis.com/apps/MinimalGallery/index.html?appid=f91d6e95376f4a5da206eb1815ad1489>) in order to improve transparency and reproducibility.

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 (see 2.1)
2. Eligibility criteria (see 2.2)
3. Exclusion criteria (see 2.3)
4. Selection criteria (see 2.4)
5. Award criteria (see 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 proposal is submitted on the EFSA application form (Annex 2).
- The proposal is duly signed by the authorised representative of the applicant.
- The proposal is complete and includes all the supporting documents.

2.2 ELIGIBILITY CRITERIA

The following will be verified:

- 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. This list is regularly updated by EFSA Management Board. Applicants or partners not currently on the list may apply to be included but they must be formally accepted and included on the Art 36 list by the EFSA Management Board before the deadline for proposals for this call.
- Applicant and in case of consortium also its partner/s participate in the project financially.
- Applicant and in case of consortium also its partner/s are involved in the execution of the project.
- Subcontracting, if any, is justified in the proposal.

Documents to be provided:

- **LEGAL ENTITY FORM (Annex 3)** ([download template here](#)) to be completed and signed by the applicant and in case of consortium also by its partner/s. For a public body this legal entity form should be provided together with a copy of the resolution or decision establishing the public body, or other official document establishing that public body. For a private body an extract from the official journal, copy of articles of association, extract of trade or association register, certificate of liability to VAT (if, as in certain countries, the trade register number and VAT number are identical only one of these documents is required).
- **FINANCIAL IDENTIFICATION FORM (Annex 4)** ([download template here](#)) to be completed only by the applicant and in case of consortium only by the coordinator.

Please note that there is no need to submit these forms if they have already been submitted under another EFSA procurement or grant procedure and provided that these forms are still valid. In this case simply indicate in the application form the reference of the call under which the form/s were submitted to EFSA.

The following is applicable only if the applicant is a consortium:

- **PARTNERSHIP STATEMENT:** it is required that the applicant and partner/s provide EFSA with this statement in which they indicate their technical and financial involvement. The applicant and partner/s must sign this partnership statement. No template is provided by EFSA.

2.3 EXCLUSION CRITERIA

The applicant and partner/s must sign a declaration on their honour certifying that they are not in one of the exclusion situations referred to in the Articles 136-140 of EU Financial Regulation as listed therein.



Documents to be provided:

- **THE DECLARATION ON HONOUR FOR EXCLUSION CRITERIA (Annex 5):** template is published together with this Call; to be completed/signed individually by the applicant and by each of the partners.

2.4 SELECTION CRITERIA

Purpose of the selection criteria is to verify the financial and operational capacity of the applicant and in case of consortium also of its partner/s.

Financial capacity:

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
- participate in its funding.

Operational capacity:

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:

1. Requirements for the organisation:

- a) The applicant, or at least one of the partners in case of consortium, should be located in a Member State where the crop indicated in lot 1, 2 or 3 is relevant.
- b) The applicant, or the consortium overall in case of application by a consortium, should have proven experience in activities related to the topic of the grant: pest and disease monitoring and production and/or management of fruit trees (for application to Lot 1, pome fruits and stone fruits), coniferous trees (for application to Lot 2), or palm trees (Arecaceae) and ornamental plants (for application to Lot 3).

2. Requirements for the team of experts:

- a) The majority of the experts involved in the tasks should have a relevant University degree at post-graduate level (minimum master's degree).

Collectively, the team of experts should have:

- b) proven expertise covering the following fields:
 - agronomy
 - entomology
 - plant pathology
- c) Expertise in the ecology and management of crops targeted in the call for the lot applied for (Lot 1, 2 or 3).
- d) Expertise in the detection and identification of plant pests affecting the crop targeted in the call (Lot 1, 2 or 3).



- e) Experience in writing scientific reports and publications.
- f) For the **team coordinator** (also EFSA contact person): an excellent level of spoken and written English (evidenced either by a certificate demonstrating at least level C.1 of the Common European Framework of References for Languages; or evidence of having worked/studied for at least 2 years in a working environment where English is used for meetings, communications and producing written reports and scientific publications; or 3 years of involvement in international projects where English is the working language).

Documents to be provided by the applicant:

- **Generic evidence: THE DECLARATION ON HONOUR ON SELECTION CRITERIA (Annex 6).**
- **Generic evidence (if applicable):** Additional document for private bodies only: to be submitted only if the grant requested from EFSA is > 60.000 €: **SIMPLIFIED FINANCIAL STATEMENT (Annex 7)** (template available at EFSA's website, published together with this Call) completed for at least last 2 closed financial years.
- **Evidence requested for requirements 1:**
Evidence of recently finalised (within the last 3 years) or ongoing projects relevant to the topics of this grant for the lot applied for (Lot 1, 2 or 3).
- **Evidence requested for requirements 2:**
A Summary Table and CURRICULUM VITAE of the experts and other staff to be involved in the project, or, if the individual members not yet assigned for the proposed project, at least staff profiles necessary for the project, including for each member a brief summary of the relevant expertise evidencing clearly how the minimum expertise requirements are met.
Generic evidence (if applicable): LETTER OF COMMITMENT: applicable only in the case when other public body financially contributes to the project (body other than EFSA, applicant or in case of consortium, its partners); to be signed by the contributing public body; it serves to confirm its commitment to financially contribute to the project; no template is provided by EFSA.
- **Institutional and Individuals declaration of interests (Annex 8)** available [here](#)
EFSA will request Institutional and Individuals DoIs only from the awarded beneficiary, prior to the signature of the grant agreement. The requirement to submit Institutional and Individual DoIs will be specified in the award letter and will have to be provided and assessed by the EFSA Authorising Officer before and as a condition of grant agreement signature. **Institutional and Individual DoIs do not need to be provided with your proposal at this stage.**
In case of a consortium and/or in case of subcontracting, such declarations will need to be completed separately and submitted for each partner and for each identified subcontractor and for each individual member of the project team coming from consortium partners or subcontractors.
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

The award criteria serve to assess the quality of the proposals submitted in the light of the objectives and priorities set and of the expected results and make it possible to award the grant



to the action which, in accordance with Article 199 of the Financial Regulation, maximises the overall effectiveness of the Union funding.

The assessment will be done separately for the proposals received for each Lot.

For each lot applied for, applicants must provide in their proposal the following:

- A **detailed technical proposal** addressing all points in this call for proposals and each of the quality award criteria. Repetition of mandatory requirements in the call for proposals without providing further detail will only result in a very low score.
- **Example 1**: A structured Excel template indicating the relevant metadata to be included in Deliverable 1 and potential sources of information to be consulted, concerning the Lot applied for.
- **Example 2**: A characterization of a single plant species of their choice following the structure described for deliverable 2 (points c, d and f), belonging to the crop of the Lot applied for.

QUALITY AWARD CRITERIA (applicable to all lots)

1. The extent to which the **proposed methodology is described in detail and is likely to deliver high quality outputs** addressing the 4 deliverables defined in the specific objectives of this call. **Max 25 points**;
2. The extent to which the **project management and project description are clear and likely to delivery high quality project**, including phases, clear timelines for the project tasks completion, detailed milestones per deliverable (e.g. via a project Gantt chart), expertise involved in each deliverable, expected outcomes and deliverables, description of identified risks and proposed mitigating actions; proposed contingency plan in case of deviations from the project programme. **Max 25 points**.
3. The extent to which **Example 1** is clear and accurate. **Max 25 points**;
4. The extent to which **Example 2** is clear, complete and accurate. **Max 25 points**;

The sum of all quality award criteria gives a **maximum possible total of 100 points**.

Proposals must score a **minimum of 70 points** out of maximum possible 100.

2.6 PROCESS FOLLOWING THE ASSESSMENT AGAINST AWARD CRITERIA

For each lot, the applicant(s) will be notified, once the evaluation has been finalized, whether they are placed or not on the reserve list.

EFSA reserves the right to invite the 1st ranked applicant on the reserve list, to adapt its proposal based on the evaluators' comments.



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

If the 1st ranked applicant fails to adapt its proposal, EFSA reserves the right to reject the funding. The budget made available in this way may be used for a project of the next ranked applicant on the reserve list.

3. SUBMITTING PROPOSALS

3.1 APPLICATION FORM

You may apply for one or more lots. your proposal should indicate clearly for which lot you are applying

In case you apply for more lots, different proposals should be submitted for each Lot.

The proposal must be submitted using the **EFSA APPLICATION FORM (Annex 2)**. The application form is published together with this call and must be:

- duly completed in all its parts;
- supported with all the requested annexes;
- signed by a duly authorised legal representative of the applicant.

Please note that, by submitting the proposal, the applicant and in case of consortium also its partner/s accept/s the procedures and conditions as described in this Call and in the documents referred to in it.

In addition to a full paper version of the application the applicant shall submit the application also on a CD/USB data storage format. The electronic version must be identical to the paper version. In case of any discrepancies between the electronic and paper version, the latter will prevail. All documents presented by the applicant become the property of EFSA and are deemed confidential.

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 in support of the proposal. These supporting documents are an integral part of the proposal. For more information on the relevant supporting documents to be submitted with the proposal, please refer to part 2 of this Call. 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 SUBMISSION MODALITIES

Proposals can be submitted as indicated in the second page of this document in the Indicative procedure timetable (Call for Proposals and guide for Applicants).

3.5 EXPECTED DURATION OF PROCEDURE

Information on expected duration of procedure – time to grant:

- Applicants will be informed on the decision regarding their application at the latest by 6 months since the deadline for submission of proposals.
- Signature of the grant agreement will take place at the latest by 3 months since the successful applicant/s has/have been informed on the decision on their application.



Appendix 1: Request from the European Commission to EFSA to support the MS in survey preparation and planning

Ref. Ares(2020)2345740 - 04/05/2020

ANNEX

Background

From 14 December 2019 onwards, the new plant health law, Regulation (EU) 2016/2031, replaced Council Directive 2000/29/EC increasing the level of phytosanitary protection of the EU. Among other changes, the new law introduces the obligation for Member States to survey all Union quarantine pests and pests provisionally qualifying as Union quarantine pests (Article 22) and protected zone quarantine pests (Article 34).

The list of EU quarantine pests (Union quarantine pests and protected zones quarantine pests) was published on 10 December 2019 in Commission Implementing Regulation (EU) 2019/2072, while emergency measures continue to exist for pests qualifying as Union quarantine pests and not yet listed in the above-mentioned regulation.

In line with the principles of the above-mentioned legislation and within the spirit of preparedness and early prevention for plant health, EFSA is requested to offer technical assistance in surveillance. The aim is to facilitate the Member States in their planning and execution of their survey activities.

Terms of reference

EFSA is requested, pursuant to Article 31 of Regulation (EC) No 178/2002, to provide scientific and technical assistance in the field of plant health.

TASK A - to be delivered by end 2026

EFSA is requested to deliver survey data sheets (pest survey cards) for all the EU quarantine pests (including pest provisionally qualifying as Union quarantine pests and protected zones quarantine pests), for which such a document has not yet been published within Mandate M-2017-00137. The data sheets are expected to follow in general the current structure and content of the EFSA pest survey card and be practical and appropriate for end-users, focusing i.e. on host plants, risk areas and timing of survey, recommended sampling procedures, and including a list of available and recommended detection methods.

To enable a broad use of the data sheets, it is requested to produce a web-based version, that could also be accessible by mobile devices, of the pest survey cards to be regularly updated with the latest scientific and technical developments, highlighting any new information (e.g. new detection methods). The final contents of this web-version should address the feedback received from the Commission and Member States on the pilot “story maps” of pest survey cards produced within mandate M-2017-00137.

Given the extensive nature of this task, the general approach for prioritization of the pests to be delivered each year will be agreed at the onset of the mandate between the DG SANTE, Plant Health Unit and the EFSA Animal and Plant Health Unit, to also allow taking into account the dynamism of the list of Union quarantine pests (i.e. listing and delisting of pests following changes in the related risks). Any change will be communicated and agreed in due course.

For the first year, by the end of December 2020, EFSA is requested to provide, amongst others, pest survey cards for the following Union quarantine priority pests: *Anastrepha*



ludens, *Bactericera cockerelli*, *Conotrachelus nenuphar*, *Bactrocera zonata*, and by end of June 2021 a survey card for the protected zone quarantine pest *Erwinia amylovora*.

TASK B - to be delivered by the end on 2022

Simultaneously, EFSA is requested to start working on a crop-based approach for a pilot of 3 crops, using the information of those survey cards that have already been published (e.g. potatoes, citrus, broadleaved or coniferous forests), in collaboration with MS experts. This approach is required to assist Member States in their daily work of the inspectors, and produce guidelines applicable to the field situation.

The outcome of the pilot and the need to develop guidelines for other crops will be considered by the Commission. Upon decision from the Commission, EFSA could be requested to produce survey guidelines for other crops other than those included in the pilot.

TASK C - to be delivered by the end of 2022

EFSA is requested the adapt the existing tools for planning of statistically based surveys in animal health (RiBESS and SAMPELATOR) to the needs of the plant health sector. The adapted tools should be user-friendly and based on the terminology of the EFSA pest survey cards and used in the sector (for example "Target population", "Epidemiological unit", "Inspection units", etc.). The tools should indicate the steps to be followed in a clear and concise manner, applicable for all plant pests. This Task is required to assist Member States in the planning of their statistically based surveys of Union quarantine pests.

This task would include also the collection of feedback from Member States and a pilot testing of the new features.



Appendix 2: Schematic structure of a pest survey card

| Section | | Information to include | |
|------------------|---------------------------------|--|---|
| Abstract | | | |
| Introduction | | Mandate / Key references / Toolkit / Main challenges | |
| Section 1 | The pest and its biology | Information characterising WHAT WE LOOK FOR? | Minimum sources to be checked |
| 1.1 | Taxonomy | <p>Current Scientific name/Class: Order: Family: Genus: Species: Subspecies: Old Scientific name Synonym(s): Common name: Taxonomic level: species, genus, pathovar, cryptic species, ST etc.</p> <p>Conclusion on taxonomy</p> <p><i>[Indicate if the species is a clearly defined taxonomic entity]</i></p> | <p>Literature review Other sources which can help:</p> <ul style="list-style-type: none"> - EFSA Pest categorisation - EFSA Pest risk assessment - Other EFSA outputs - EPPO/CABI datasheets |



| | | | |
|-------------------|--|--|--|
| <p>1.2</p> | <p>EU pest regulatory status</p> <p>Survey context?</p> | <p>Quarantine / Priority / Hosts / Emergency measures / General requirements</p> <p>Overview of the EU regulatory status</p> <p><i>[Indicate any closed pathways or gaps in the legislation on the pest, the vector and the host]</i></p> | <p>Sources which can help:</p> <ul style="list-style-type: none"> - Regulation (EU) 2019/2072 - Regulation (EU) 2019/1702 - Regulation (EU) 2018/2019 - Regulation (EU) 2016/2031 - Regulation (EU) 2020/1231 - Emergency measures |
| <p>1.3</p> | <p>Pest distribution</p> <p>WHERE would it come from?</p> | <p>World distribution (EPPO map) / EU distribution (Status) / Interceptions + outbreaks in the EU (EUROPHYT + Traces)</p> <p>Conclusion on pest distribution</p> <p><i>[Indicate the different types of survey envisaged for different parts of the EU]</i></p> | <p>Literature review</p> <p>Other sources which can help:</p> <ul style="list-style-type: none"> - EPPO global database - Europhyt and Traces databases |



| | | | |
|------------------|--|--|---|
| | | | <ul style="list-style-type: none"> - EFSA Pest categorisation - EFSA Pest risk assessment - EFSA priority pest report - EPPO/CABI datasheets |
| 1.4 | Life cycle WHAT to look for? | WHAT: life stages, transmission, feeding, reproduction, plant parts, commodities, soil, water etc. WHEN: life cycle <div style="background-color: #e0e0e0; padding: 5px;"> <p>Conclusion on life cycle</p> <p><i>[Provide the main conclusions relevant for surveillance that could be derived from the available information]</i></p> </div> | Literature review Other sources which can help: <ul style="list-style-type: none"> - EPPO/CABI datasheets - EFSA Pest categorisation - EFSA Pest risk assessment - EFSA priority pest report |
| Section 2 | Target population | Information characterising structure and size | |



| | | | |
|-------------------|---|---|---|
| <p>2.1</p> | <p>Host range and main hosts</p> | <p>Host plant species and distribution in the EU / main / occasional Hosts per type of survey</p> <p>Conclusion on host range and main hosts</p> <p><i>[On which hosts will the survey be targeted? Provide the main conclusions relevant for surveillance that could be derived from the available information]</i></p> | <p>Literature review Other sources which can help:</p> <ul style="list-style-type: none"> - EPPO global database - EPPO/CABI datasheets - EFSA Pest categorisation - EFSA Pest risk assessment - EFSA priority pest report |
| <p>2.2</p> | <p>Environmental suitability</p> | <p>Crossing host plant availability and climate suitability</p> <p>Conclusion on environmental suitability EFSA priority pest report</p> <p><i>[Provide the main conclusions relevant for surveillance that could be derived from the available information]</i></p> | <p>Literature review Other sources which can help:</p> <ul style="list-style-type: none"> - EFSA priority pest report - EFSA Pest risk assessment |
| <p>2.3</p> | <p>Spread capacity</p> | <p>Mechanisms and distances for Natural spread (vectors, wind, etc.) and Human assisted spread</p> | <p>Literature review Other sources which can help:</p> <ul style="list-style-type: none"> - EFSA priority pest report |



| | | <p>Conclusion on spread capacity</p> <p><i>[Estimation of the yearly spread rate of the pest and/or the vector.]</i></p> | <ul style="list-style-type: none"> - EFSA Pest risk assessment | | | | | | |
|------------------|---|--|---|----------------|------------|--|--|--|---|
| 2.4 | Risk factors identification | <p>Risk factor examples description and relative risks (?) = f(Probability of infection): Pathways (analysis of the regulatory status) and Risk activity/locations/areas Historical findings and Host species</p> <p>Examples of risk activities and corresponding risk locations relevant to the risk of introduction of [...]</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th style="width: 33%;">Risk activity</th> <th style="width: 33%;">Risk locations</th> <th style="width: 33%;">Risk areas</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> | Risk activity | Risk locations | Risk areas | | | | <p>Literature review Other sources which can help:</p> <ul style="list-style-type: none"> - EFSA Pest risk assessment |
| Risk activity | Risk locations | Risk areas | | | | | | | |
| | | | | | | | | | |
| 2.5 | Structure of the target population | <p>Insert the figure representing an example of structure of the target population based on the info provided in the previous sections</p> | | | | | | | |
| Section 3 | Detection and identification | <p>Information characterising the detection methods from the field to the laboratory characterising HOW and WHEN to survey for setting the method sensitivity</p> | <p>Minimum sources to be checked</p> | | | | | | |



| | | | |
|-------------------|--|--|--|
| <p>3.1</p> | <p>Detection and identification <u>in the field</u></p> | <p>3.1.1. Visual examination</p> <ul style="list-style-type: none"> - morphological description for identification in the field with lens or visual observations, describing the pest and symptoms/signs <p>3.1.2. Trapping</p> <ul style="list-style-type: none"> - Type of traps/Attractive range/Effectiveness <p>3.1.3. Other methods for detection</p> <ul style="list-style-type: none"> - Remote sensing/Dog sniffing/Sentinel trees/plants <p>3.1.4. Sample collection</p> <p>3.1.5. Timing of detection and identification</p> <ul style="list-style-type: none"> - WHEN: based on the information in the previous sections, briefly describe and recommend the most appropriate timing to survey the pest <div style="background-color: #e0e0e0; padding: 10px; margin-top: 10px;"> <p>Conclusion on detection and identification in the field</p> <p><i>[Provide the main conclusions relevant for surveillance that could be derived from the available information]</i></p> </div> | <p>Literature review</p> <p>Other sources which can help:</p> <ul style="list-style-type: none"> - EPPO diagnostic protocols - ISPM diagnostic protocols - EFSA Pest categorisation |
| <p>3.2</p> | <p>Detection and identification</p> | <p>3.2.1. Morphological identification</p> <ul style="list-style-type: none"> - Morphological key applicable to the lab <p>3.2.2. Laboratory testing and other methods of identification</p> | <p>Literature review</p> <p>Other sources which can help:</p> <ul style="list-style-type: none"> - EPPO diagnostic protocols |



| | | | | | | |
|-----------------------------|---|--|------------------------------------|--|---|--|
| | <p>on in the laboratory</p> | <ul style="list-style-type: none"> - If available, indicate the method sensitivity <p>Conclusion on detection and identification in the laboratory</p> <p><i>[Multiplication of sampling effectiveness and laboratory method sensitivity. Provide the main conclusions relevant for surveillance that could be derived from the available information]</i></p> | | | <ul style="list-style-type: none"> - ISPM diagnostic protocols - EFSA Pest categorisation | |
| <p>4. Conclusion</p> | <p>Summary table characterising: what – where – when – how to survey</p> | <p>Survey question</p> | <p>Section</p> | <p>Key information</p> | | |
| | | <p>What?</p> | <p>1. The pest and its biology</p> | <p><i>Short description of pest and life cycle</i></p> | | |
| | | <p>Where?</p> | <p>2. Target population</p> | <p><i>Describe the hosts</i></p> <p>Epidemiological unit: <i>Definition: a homogeneous area that contains at least one</i></p> | | |



| | | | | | |
|----------------------------|---|--|---------------------------------|---|--|
| | | | | <p><i>individual host plant (e.g. field, hectare, NUTS area)</i></p> <p>Risk areas: <i>Describe the risk areas</i></p> <p>Inspection unit: <i>Definition: a single host plant/trap</i></p> | |
| | | How? When? | 3. Detection and identification | <p>Recommended method: <i>[example: visual examination followed by molecular methods, multifunnel traps]</i></p> <p>Sampling effectiveness: <i>[if available]</i></p> <p>Diagnostic sensitivity: <i>[if available]</i></p> <p>Trapping: <i>[if available: coverage + effectiveness]</i></p> | |
| 5. Survey framework | Simple flow chart for the next steps | From the survey preparation to the survey design | | | |



References

General glossary for surveys of quarantine organisms
EFSA relevant outputs on [...]