## Annex 4

## Template RF pre-proposal (step 1)

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| *Send this form in digital form (Word and searchable pdf) to:*  |  |
| contractual.research@health.fgov.be |  |
| **CONFIDENTIAL** |
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|  |  |
| **RF PRE-PROPOSAL****(RF PROJECT step 1)****MAX. 6 PAGES****(excluding the title page and identification of the consortium)** |  |

**1. IDENTIFICATION OF THE PROJECT PROPOSAL**

**Project title (max. 3 lines) + proposal for an acronym**

|  |  |  |
| --- | --- | --- |
| **Most important field of activity to which this project proposal relates (only tick one field please)** |  | **Additional field(s) of activity to which this project proposal relates** |
|  Food safety Animal health  Plant health  |  |  Food safety Animal health  Plant health  |

**2. IDENTIFICATION OF THE COORDINATOR**

 **Name :**

 **First name :**

 **Title :**

 **Institution and department :**

 **Address for correspondence :**

 **(Mobile) phone :**

 **E-mail :**

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

**3. CONTEXT**

**3.1 Description of the context of this project proposal (about 20 lines)**

 What is the problem? What causes it?

**3.2 To which extent are you involved in the general problem on which this project proposal is based? (about 20 lines)**

What is your expertise in this field? Have you already conducted research in this field or are you currently conducting research? If yes, please list the project title(s), the start and end dates of your research and identify the institution that provided a grant for the research.

Are you working with other institutions in Belgium and/or abroad? If yes, are you a member of a network?

**4. RESEARCH QUESTIONS (about 20 lines)**

To which research question(s) must the proposed study provide an answer to contribute to a solution to the problem listed under 4.1?

**5. IMPACT OF THE RESEARCH SUBJECT**

**5.1 Incidence (about 5 lines)**

Does this research proposal relate to a quantitatively important problem, which occurs frequently or affects a large number of individuals?

**5.2 Seriousness of the problem (about 5 lines)**

Does the research subject present a serious risk or could it present a serious risk for food safety or the health policy of animals and plants in terms of

- their health, quality of life?

- the effectiveness or the quality of actions (cures, recommendations, drugs or measures)?

- social or ethical questions?

**5.3 Financial impact (about 5 lines)**

 Does the subject potentially have an influence on

* the current impact of the problem (including on sustainable development)?
* the resources that are used for the problem and their effectiveness?

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

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

**5.6 Possibilities for improving the situation (about 5 lines)**

Can the proposed research provide a solution to the described problem? If yes, for which of the levels listed under 6.2.-6.3 would this be the case and is this a short, medium or long-term solution?

**6. RELEVANCE FOR THE AUTHORITIES’ DECISIONS (about 10 lines)**

How can this research potentially support the decisions that the Authorities must take? What would be the risk if the situation remains “as is”?

Who is involved in the execution of this study and who are the stakeholders for the implementation of the research results?

**7. DESCRIPTION OF THE PROJECT PROPOSAL**

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

**7.1 Methodology (about 40 lines)**

Describe the methodology you will use for this research. Was this methodology previously applied, by the applicants, by other Belgian researchers or by foreign researchers?

**7.2 Available scientific proof in relation to the proposed research (about 20 lines)**

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

**7.3 Required data (about 10 lines)**

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

**7.4 Risks (about 10 lines)**

What are the inherent obstacles and/or risks to the proposed project that may compromise its chances of success? Which solutions do you propose?

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

How do you intend to use the results?

* + as an intermediary stage for complementary research activities
	+ for the development, realisation, or dissemination of a procedure or a service
	+ for the dissemination of new knowledge through scientific publications

**9. BUDGETARY INFORMATION**

**Please refer to the important information in Annex 7.**

The requested research grant must be rounded up to an amount in k€. The percentage of co-funding will be dropped to 2 decimal places.

*For your information: annexes 8 and 9 are only to be submitted in the second step of the selection procedure.*

**9.1 Total duration of the proposed project**

 **(min. 12 months – max. 48 months)** …… months

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

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

The requested grant – 1 figure only – can be equal to the overall budget or to a percentage of this budget. In the latter case, please state the origin of your external financial contribution.

**9.4 In which case: percentage of co-funding** …… %

**9.5 In which case: origin of the co-funding …….**

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

|  |  |  |  |
| --- | --- | --- | --- |
| *Qualification* | *Name (if known)* | *Institution* | *P-M* |
|  |  |  |  |

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| **NB: have the conditions below been respected?** **If not, your proposal will be considered ineligible:**- timely submission: by Friday, 30th of April 2021, 12.00 noon sharp - the application shall consist of no more than 6 pages, excluding the title page and the identification of the promoters- the font of the text (Times New Roman, font size 12) may not be modified - the application shall be drawn up either in one or a combination of the national languages, or else entirely in English- only Belgian research institutions may participate in the consortium. | *Date, name and signature of the coordinator, as representative of the consortium* |