

ECDC Procurement

Questions and Answers “Scientific Coordination for ECDC Fellowship (Field Epidemiology (EPIET) and Public Health Microbiology (EUPHEM) paths)” GRANT/2019/PHC/9500

Nr	Question	Answer
1	Is it possible to agree on an SGA within this new framework that would be shorter than 12 months (e.g. for a period of say 5 or 6 months), and to have gaps between SGAs?	Yes. The maximum period of a SGA is 12 months, however, it is likely that SGAs will be issued by ECDC for shorter periods of times and there could be occasions when no SGA is in force.
2	Annex A Application-form-Grant-2019_PHC_9500, regarding the stipulated word count for section III. INFORMATION ON THE ACTION FOR WHICH THE GRANT IS REQUESTED. On the section heading “1 DESCRIPTION OF THE ACTION – Focusing on the requirements listed in the Call for Proposal provide a description using a minimum of 1,000 words and maximum of 2,500 words.” We understand this as being that section 1a would need to be completed within 2,500 words. Is this correct?	Yes this is correct. Part b and c have no limit on the number of words.

3	<p>Annex B Budget Grant_2019_PHE_9500 We also noticed that although you requested a budget for 4 years, the cells in the excel file Annex B refer to a Full time equivalent of one coordinator for 12 months only.</p> <p>How would you wish us to fill this out for a request for 3 separate coordinators at 0.5 FTE with different budget levels?</p>	<p>For the FPA we expect the applicant to provide the costs for a 12 month period only (unit cost), for the equivalent of 1.0 FTE, ie 100%, even if ECDC intends to request part-time scientific coordinators occasionally. If a part-time scientific coordinator is requested by ECDC the cost will be calculated pro rata. When making the calculations for the budget, you should consider the stipulated profile, as well as all the levels of salary and insert one figure in the budget table. However, it should be noted, that the cost for the provision of a scientific coordinator will be capped based on the budget table.</p>
4	<p>This is to ask you some information about eligible cost item Personnel. We are preparing the budget to participate to the Call in question, and we would like to know if the salary of an administrative support personnel (for the activities of the scientific Coordinator) can be considered as an eligible cost?</p>	<p>No. As indicated in Annex B, under personnel (1.1) only Scientific Coordinator (monthly cost of 1 FTE) is listed.</p>
5	<p>Is there any salary cap for scientific coordinator? I had a look at funding guidelines but cannot find anything specific. Maybe I missed it. Can we claim 90% of their actual salary?</p>	<p>There is no stipulated salary cap. Please see Sections 5 and 6.1.4 of the Call for Proposals. 90% of the total eligible costs will be covered by ECDC, the eligible costs include the salary.</p>
6	<p>We can only cover the ordered 10% contribution as an in-kind contribution with the work performance of our permanent staff. I would therefore like to ask you whether this is possible?</p>	<p>The 10% contribution, in the form of covering the salary of the scientific coordinator, would not be considered in-kind but just a standard contribution. As long as your contribution is 10% of the total eligible costs, it does not matter if it is entirely made up of salary costs.</p>
7	<p>Is it possible for ECDC to do a spot check of our EPIET grant application documents before it's submitted ahead of the deadline next Friday.</p>	<p>No. All applications (delivered by mail, courier or hand) will be opened and evaluated after the deadline for submission.</p>