



Joint Action of the Joint Programming Initiative on
“A Healthy Diet for a Healthy Life”

The JPI HDHL ENPADASI KH
“A European Nutritional Phenotype Assessment and
Data Sharing Initiative (Knowledge Hub)

Terms Of Reference
for the Expression of Interest Letter

Submission deadline of the EoI Letter for membership in the ENPADASI KH

March 31th 2014, 05.00 p.m. CET

<http://www.healthydietforhealthylife.eu/index.php/enpadas>

For further information please contact your National Contact Point Person (see ToR ANNEX A) or the Joint Action Secretariat:

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JPI HDHL Joint Action ENPADASI

European Nutritional Phenotype Assessment and DATA Sharing Initiative

Terms of Reference (ToR)

An introduction to the Joint Programming Initiative “A Healthy Diet for a Healthy Life” (JPI HDHL)

The Joint Programming Initiative is a European process by which Member States jointly engage in defining, developing and implementing on a variable-geometry basis a shared vision and a common Strategic Research Agenda (SRA) to address major societal challenges that no individual Member State is capable of handling independently.

The JPI HDHL entails a voluntary partnership between Member States, Associated Countries of the European Union and other agreed upon third countries and aims to bring major benefits to this sector by:

- *Increasing the scientific, technological and innovative impacts of public investments in research by strengthening the coordination among research programmes across Europe and related policies*
- *Addressing common challenges developing suitable solutions with the same objective concerning food, nutrition, health and active life policy in the international arena while taking into consideration cultural diversities among countries*
- *Promoting scientific excellence through joint activities with common funding and peer-review processes to minimise fragmentation of research activities and to use public resources more efficiently and effectively improving the accountability and transparency of public research programmes*
- *Supporting cross-border collaboration and facilitating data pooling and their collection in a uniform and standardised way*
- *Sharing expertise scattered across countries or throughout Europe as a whole promoting creation of a critical mass, cross-border mobility and training to facilitate timely dissemination and translation of research results to inform public health practice and policy.*

The vision of the JPI HDHL is that by 2030 all Europeans will not only have the adequate knowledge and motivation, but also the opportunity and easy accessibility to consume a healthy diet from a variety of foods, have healthy levels of physical activity and that the incidence of life style-related diseases will have decreased significantly (<http://www.healthydietforhealthylife.eu>).

To attain the vision of the JPI HDHL and contribute significantly to the construction of a fully operational European Research Area (ERA) on the prevention of diet- related diseases and effectively integrate research efforts in the food, nutritional, exercise, social and health sciences, three key interacting research areas have been identified and adopted in the Common Vision Document (http://www.healthydietforhealthylife.eu/images/documents/vision_paper.pdf) and further developed in a common Strategic Research Agenda

http://www.healthydietforhealthylife.eu/images/documents/jpi_sra.pdf



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1. *Determinants of diet and physical activity, ensuring the healthy choice is the easy choice for consumers. Research can contribute to understand the most effective ways of improving public health through interventions targeting diet and physical activity.*
2. *Diet and food production, developing healthy, high-quality, safe and sustainable food. Research can increase the understanding of food and diet compositions for optimal health, to develop new foods and to improve production, processing, packaging and proper food chain management.*
3. *Diet-related chronic diseases: preventing diet-related chronic diseases and increasing the quality of life - delivering a healthier diet. Research can contribute to define effective nutrition and lifestyle-based strategies to optimise human health and reduce the risk, or the onset, of diet-related diseases.*

1.1 Diet-related chronic diseases: preventing diet-related chronic diseases and increasing the quality of life delivering a healthier diet.

As outlined in the Strategic Research Agenda, the Pillar addressing this key research area, a joint action on a “European Nutritional Phenotype Assessment and Data Sharing Initiative” will be developed. This Joint Action will provide a standardised framework for human intervention studies on food and health and their health outcomes with an open-access reference database.

Nutritional Phenotype Databases containing large amount of phenotypic data linked to genotypic and dietary and environmental patterns are necessary for nutrient-gene interactions studies and phenotypic change assessment. However, different national dietary or phenotype databases need to be merged into large, harmonised mega-databases in a standardised manner to increase their statistical power and provide better cross-border comparisons for identifying dietary and environmental patterns effects on health and disease outcomes. Only by operating at such a scale the understanding for the role of genes, nutrients and phenotypes in the initiation, development and progression of risk factors for diet-related chronic disease can be optimised.



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2. Joint Action in the Research Area 3: European Nutritional Phenotype Assessment and Data Sharing Initiative - ENPADASI

2.1 Description of the Joint Action

To establish a European Nutritional Phenotype Assessment and Data Sharing Initiative (ENPADASI) a networking programme will be adopted by the JPI HDHL to build up a specific Knowledge Hub bringing together selected research centres and their scientists from JPI Member Countries to carry out joint trans- and multidisciplinary activities aiming at the standardisation of data collection, storage and management through the development of a common methodology and a shared ICT infrastructure.

This initiative will offer an open access tool for all future mechanistic, intervention and epidemiological studies; providing the highest level of standardisation of all phenotypic information of study subjects with regard to diet, physical activity levels and all biological, clinical and physiological measurements that define human body responses in health and disease states.

The implementation of the joint action will focus on three areas:

1. **Database development.** Basic functions to share and analyse standardised data are already available. Currently, a series of KBBE FP7 projects (e.g. NU-AGE, Bioclaims, NutriTech, Food4Me), together with a number of regional and national projects are using such basic functions. The ambition is to make ENPADASI the leading system for big-data storage assessment, and sharing in nutritional research. Investments to develop the system encompassing new functions such as shared analysis modules, sharing of images, etc are required.
2. **Integrating existing databases in the ENPADASI.** In order to make full use of the system, datasets from nationally and European funded research projects will be linked. This will require national funding for a data manager and/ or data analyst to implement the integration of national databases into ENPADASI.
3. **Training sessions for young researchers.** Researchers need to be trained to learn how to work with the system. The minimum investment required is to allow researchers to follow the training.

To optimize the management and the impact of the planned activities, the work programme should entail the following steps:

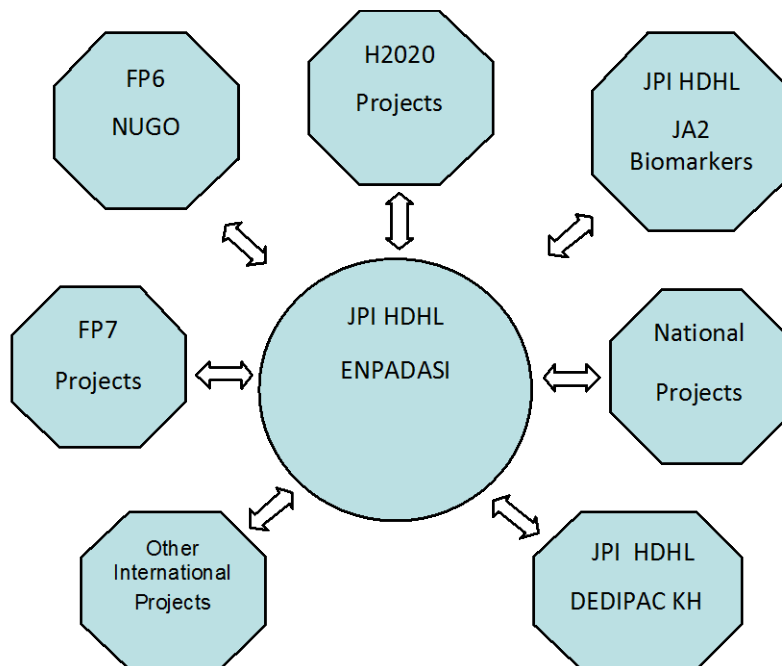
- a) *Defining the standardised phenotypic information with regard to diet, physical activity levels and all biological, clinical and physiological measurements (including large scale approaches)*
- b) *mapping the different existing data sharing initiatives in the field of nutrition and closely related fields (e.g., nutrition-related diseases) at EU and national levels.*
- c) *defining specifications and requirements for a shared database from technical (including back-up),*

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scientific and ethical points of view.

- d) *evaluating the compatibilities between existing systems and possibilities of using various end user applications.*
- e) *evaluating sustainability and maintenance costs and planning corresponding resources.*
- f) *standardizing methods and data. Agreements on standardized methods and data handling, interoperability, assembling of the database and embedding of standardization in global developments are required. The database should be set up to allow all European established and future nutritional studies, at regional, national multinational or EU level to interact on common methodology and procedures. Access to it will be agreed between the funding bodies. A modular approach, as presented below could be envisaged (see scheme).*



- g) *Integrating Databases in ENPADASI. Data storage, evaluation and sharing in the area of human intervention studies and mechanistic models, involving omics analyses, whole body imaging, food intake and numerous functional assays and cohorts from all the phases of the life cycle from pre-natal and pregnant women, to young children and adolescents to adulthood are already addressed by several European research groups. These activities need to be integrated and implemented in*



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what could be in the future a common infrastructure. The integrated database needs to be tested with research questions reflecting both existing data as well as data newly integrated in the system.

- h) Building a European governance structure of ENPADASI. A governance structure for the database maintenance and development, data duration and data pipelining, with adequate 'rules of engagement' needs to be defined, and approved by the funding bodies. This should be based on innovative principles regarding, for example, IP sharing and exploitation within joint research projects and early and open access rules for data to allow full exploitation of "old" studies and new joints activities. Collaboration with ESFRI initiatives (e.g. ECRIN, ELIXIR) and the FP7 Project Eurodish, as well as infrastructure and project dealing with data sharing, will be essential for good governance. For shaping the virtual and shared European Nutritional Phenotype Database, the ESFRI strategic working groups and all other European initiatives working on research infrastructure relevant to the field of nutrition sciences must be taken into consideration. All participating countries in the initiative, adhering to this governance structure, will encourage the usage of the database and will promote that publicly. JPI HDHL will also ask the EC to encourage the use of this database through projects funded under H2020.*
- i) Defining procedures to safeguard ethical issues and privacy protection of ENPADASI. Procedures will be developed to meet international and legal standards for the use of personal data for research purpose*
- j) Training for ENPADASI. Researchers need to be trained on how to work with the system.*

2.2 Expected Impact of ENPADASI.

The key feature of ENPADASI will be that each study subject will be accurately phenotyped, connected to a defined intervention and dietary and environmental pattern dataset. Effectively, the pooled studies create a new virtual cohort, maintained under the governance of an entity that may evolve into a European Nutrition Research Infrastructure, facilitating data management, harmonization dissemination and exploitation, as foreseeing in the HDHL Strategic Research Agenda.

The initiative is expected to have the following impact:

- Foster methodological harmonisation and development of standard operating procedures (SOPs) for human studies and sample collection and coordinate and support ongoing nutrition- and health-related cohort activities by improving standardisation and access to data (open-access). Define minimal standards for data collection and phenotypic measures (SOPs) in order that data can be shared, compared and used throughout the network.
- Provide a basis for assessing nutritional phenotype by integration of genetic and other life science technologies, as well as identifying functional parameters and behavioural measures that better define the human nutritional status.



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- Provide standardised approaches to assess the impact of chronic diet-related diseases on the quality of life, the economic condition of individuals and the health system, and how health services impact on diet-related diseases.
- Foster incorporation of emerging technologies relevant for nutrition and food research and biomarker discovery in the standardisation efforts and workflow pipelines and database development. Developments in bioinformatics and systems biology will need to be tailored to nutrition research requirements and incorporated into the database.

2.3 Contribution from member states to the realization of ENPADASI

Participating countries are responsible for funding of their own scientists through their national research programmes. Funding of the initiative will be based on national instruments; the following prerequisites should apply:

1. funding allows international collaboration, and/or sharing of data;
2. participating parties have access and ownership on a phenotype data collection which they will freely share with the network.
3. A robust governance and transnational monitoring and review system will be in place concerning the joint action. If needed at national level single member states will be free also to apply their own monitoring procedures.

The joint action will be based on a common plan of activities, proposed by the researchers and, after a peer review process, adopted by the JPI HDHL Member countries.

Participating Member Countries can contribute at different levels of the working Programme

1. Development: participating Member Countries make funding and or capacity available in IT personnel and researchers to further develop the system.
2. Integration: participating Member Countries make funding and or capacity available for a data-manager to help integrate existing databases into the system. New activities started by member states will be integrated within the system.
3. Training: participating Member Countries make funding available for researchers to attend training sessions to learn how to use the system.

They could contribute to some or all steps (a-j) described above.



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2.4 Procedure for implementation of ENPADASI

Step 1: Commitment of JPI Member Countries (MC)

Each Member Country will commit in writing to actively participate in the joint action. Commitment means that each country makes available in kind and/or in cash funds for research, development, data sharing and/or innovation as the approved programme of activities will require and according to its national rules.

The MC will indicate how much funding is available and from which resources.

Step 2: Steering Board (SB)

A Steering Board to launch the initiative will be set up. The board will have representatives from each funding body that have signed the ENPADADI Memorandum of Understanding (MoU) (see Annex A).

The members of the Steering Board will be responsible for:

- 1) Approval of the Joint Action procedures;
- 2) Dissemination of the call text in their country;
- 3) Eligibility Check of the EOIs;
- 4) Appointment of an international joint panel of experts for the peer review of the programme proposal;
- 5) Funding decision;
- 6) Safeguarding ethical and privacy issues related to the development and future use of personal data;
- 7) Implementation of monitoring the Networking Programme.

Step 3: Expression of Interest (Eoi)

Researchers from participating countries are invited to submit an Eoi based on the Call ToR in a given format (<http://www.healthydietforhealthylife.eu/index.php/enpadasi>). The Eoi must comply with the national funding regulations of each individual MC, annexed to the call text.

Each Eoi will also describe the in kind contribution (human, financial resources and facilities) made available for participating in the ENPADASI and will contain a declaration of availability to be (vice) coordinator of the joint action.

The Eois will be collected through the Electronic Submission System (ESS) of the JPI HDHL (<http://www.healthydietforhealthylife.eu/index.php/calls>).

Step 4: National eligibility check with funding bodies

The respective members of SB will check whether the Eois comply with national funding regulations and whether funding can be committed for each Eoi. They will select those eligible to participate in the ENPADASI.



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Step 5: Development of a Programme Proposal

Researchers who passed the eligibility check are brought together in a networking meeting as a starting point to develop a full proposal with the ENPADASI, programme of activities, based on the call text.

Step 6: Evaluation of the Programme Proposal

An international scientific expert panel, according to criteria, reported in the call text will evaluate the Programme Proposal. The panel members will be appointed by the SB.

Step 7: Funding of project

Based on the scientific evaluation, the SB makes a common funding decision. Each of the funding bodies will be responsible for funding the selected national researchers based on national rules.

3. Rules of participation in the JPI HDHL European Nutritional Phenotype Assessment and Data Sharing Initiative ENPADASI

3.1. Eligibility

Funding organisations participating in the JPI HDHL ENPADASI will fund new activities and/or redirect existing funding/capacities (*i.e.* an in-kind contribution) towards the needs of the Initiative. The nature of funding provided by each funding organisation and country is explained in detail in the National Requirements in ANNEX A. Each participating country will be responsible for deciding which of its national scientists are eligible to join the ENPADASI and the type (new or in-kind) and level of funding it makes available to its selected members.

3.2. Participation and Membership in ENPADASI

Valid members of ENPADASI will need the formal support of their respective research organisations and institutions according to the national eligibility criteria. The participating researcher and/or research groups and/or consortia of the JPI HDHL Initiative will be funded by their national funding organisations.

The members of ENPADASI should represent the very best expertise in their countries on the thematic area in question (“excellence”) and/or research groups that are interested to develop innovative ideas and tools.

ENPADASI will take form of a Programme, with a programme coordinator and work package leaders. The coordinator will be responsible for reporting to the Steering Board on overall progress. There is a shared responsibility between all participating parties in the initiative for its progress. Each party is individually responsible for financial administration towards its national funding organisation.



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3.3. Eligible Costs

For details on the eligible costs within the JPI HDHL ENPADASI, please refer to ANNEX A. Depending on the country's funding body(ies), the eligible costs may include:

- Personnel costs for researchers and staff
- Costs for equipment and data sharing
- Communication and dissemination costs *e.g.* workshops, newsletters, etc.
- Education, training and capacity building measures *e.g.* fellowships, grants, seminars, summer schools, etc.
- Mobility and research costs *e.g.* staff and consumables

Each party of ENPADASI is subjected to the rules and regulations of its respective national funding organisation. Therefore, members of the Initiative are advised to check their countries' rules and eligible costs. While the Initiative proposal will be submitted jointly by the members of ENPADASI from different participating countries, the research activities of the individual research groups will be funded by their respective national JPI HDHL funding organisation(s) according to their own eligibility criteria and up-front an initial binding funding commitment.

3.4. Financial Modalities

The funding of ENPADASI will last 2 years.

Modalities for funding organisations

Partner funding organisations taking part in this joint action agree to contribute to common "coordination costs" via a virtual common pot, signing the ENPADASI MoU. Each funding organisation will fund their national research groups and their national scientists depending on its own national rules and regulations. Eligible costs may vary according to the corresponding funding organisation's rules.

Modalities for participating research groups

A Consortium Agreement (CA) has to be signed by all research groups and their corresponding organisations participating in ENPADASI, at latest when the joint programme proposal has been finally granted. The CA will specify at least the following issues, the governance structure, the decision making processes, the collective responsibilities and the management arrangements including specific arrangements on intellectual property rights (IPR), timely expertise description of work as an annex, scientific reporting and controlling. Administrative and funding relations will be stated in National legal documents as a bilateral responsibility between each participating research organisation in ENPADASI and



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its relevant funding organisation-



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4. Implementation of the JPI HDHL European Nutritional Assessment and Data Sharing Initiative - ENPADASI

ENPADASI will be implemented in a three-step procedure: 1) Expression of Interest letters to select the ENPADASI members; 2) networking meeting to facilitate the design, development, writing and submission of one transnational programme proposal; 3) proposal evaluation and funding. Details on the implementation process are listed below.

Step 1. Expression of Interest (EoI) submission and national eligibility evaluation




Within the first stage of implementation, each interested research group and its scientists will submit an “Expression of Interest” (EoI) letter written in English. A corresponding online form and further instructions will be made available on the JPI website at <https://www.healthydietforhealthylife.eu/>

The EoI should express the willingness of the applicant(s) to join the ENPADASI as an active and contributing member. The applying research groups are expected to join the JPI HDHL Initiative to enhance its scientific excellence and provide data for integration in the initiative. The applicants should state in the EoI how and by what means and activities they plan to achieve these aims.

Following their intended contribution to the Initiative, the applicants should describe their particular scientific expertise and describe the data they plan to integrate. Excellence in research and/or capacity building as well as motivation and added value of work within a pan-European network will be considered. They will list their previous significant successful and key ongoing research, data management projects related to ENPADASI, publications and patents that can be considered as in kind contribution to the initiative.

The EoI must be submitted to the Joint Action Secretariat (via the JPI HDHL ENPADASI online submission system (ESS), which will be opened on February 7th, 2014. The submission system will be closed by March 31st 2014 (05:00 pm CET). Note that the JPI HDHL ESS will automatically provide the corresponding text boxes, formats and outline for length and structure of the EoI.

The selection and appointment of research groups to become a member of ENPADASI itself will be based on a national selection process. The contents and overall quality of the submitted EoIs will be checked for the coherence with both, the general ENPADASI criteria and the specific national eligibility rules (see ANNEX A). The national eligibility rules have to comply with the following ENPADASI selection criteria:

-  A overall high scientific quality of the intended contribution of the research group/organisation expertise present in the area, and how it matches the remit of ENPADASI
-  A high quality of the planned potential activities in ENPADASI
-  A high quality of the currently running and funded research, data management projects as documented by given facts, figures, papers, patents, etc.



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The selection will be performed by the respective national funding organisations. The final list of eligible research groups has to be validated and approved by the members of the JPI HDHL ENPADASI SB (see information below). The final list of eligible research groups and their scientists will be communicated to the interested research groups via email by April, 14th 2014. A formal letter stating the decision will be provided (enclosed to email).

Step 2. Networking Process and Preparation of ENPADASI Programme proposal

The appointed ENPADASI members will be brought together in the Networking Meeting scheduled to take place on May 13-14, 2014, in Rome. Participation of the members is mandatory. The meeting will be used to present, explain and discuss the background and specific objectives of the Initiative and the major objectives of the JPI HDHL with members of the SHAB and SAB of JPI HDHL. The networking meeting will mark the starting point for the work on the preparation of the ENPADASI Programme proposal. The Coordinator and WP leaders will be nominated by the ENPADASI members in the networking meeting.

At this time, the JPI HDHL submission system will be re-opened for submission of the Programme proposal. The research group's members will be expected to submit their joint Programme proposal of activities through the coordinator following a pre-defined proposal format and written in English must be submitted via the online JPI HDHL submission system no later than September 1st, 2014 at 05:00 p.m. CET.

The ENPADASI Programme proposal should strictly comply with the national regulations given in ANNEX A. Programme proposal drafters should comply with the upfront of nationally binding funding commitment, the ENPADASI documents and should take notice of individual national/organisational rules and are strongly encouraged to contact their National Contact Person before adding their specific work package to the Proposal (see ANNEX A: national contact information). For applicants from some countries/regions, it might be necessary to submit a copy of the proposal and/or other information directly to the country's/regional funding organisations. Further information on how to submit the proposal will be made available through the JPI HDHL websites (<https://www.healthydietforhealthylife.eu/>)

Step 3. Evaluation and funding of the ENPADASI Programme proposal

The ENPADASI Programme proposal will be evaluated by the Evaluation Panel (EP) and selected for awarding by the SB. The result of the evaluation process and the final decision on whether the successful ENPADASI Programme proposal is recommended for funding award is expected to be communicated by November 7th, 2014 (further information see below).

The Evaluation Panel (EP)

The EP will consist of 3 to 5 international experts being responsible for the evaluation of the submitted ENPADASI Programme proposal. In detail, it comprises international experts in ENPADASI thematic areas as well as in data infrastructure management issues.



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EP members cannot take part in ENPADASI Programme, and each EP member will have to sign a confidentiality agreement and confirmation that there are no conflicts of interest and a code of conduct. The EP members will be nominated by the participating member states, taking into account CVs, expertise, gender and geographical balance. Each ENPADASI member state will propose three experts for the EP in the thematic area of ENPADASI. Next the EP members will vote and nominate an uneven number of EP members (3 or 5). Funding organisations are entitled to send representatives to panel meetings in an observer capacity as witness of the evaluation process without taking part in the discussion and/or influencing the process itself in any way. The EP will be responsible for the correct execution of the evaluation of ENPADASI and will be supported by the JAS. The evaluation process will be monitored and supervised by the SB. The SB and JAS will be responsible for the proper execution of the ENPADASI evaluation process

Evaluation Criteria for Scientific and/or Technological Excellence

After the deadline for submission on September 1st, 2014, the programme proposal will be sent to the members of the EP. The EP will provide a written review of the proposal. An evaluation panel meeting will take place on October 13th, 2014. The coordinator will be invited to reply on the review report and the EP will have the possibility to ask questions to the coordinator and give feedback.

The following evaluation criteria will be applied:

- ✚ Relevance to Description of the Joint Action as provided in paragraph 2.1 of the ToR
- ✚ High quality of the joint programme of activities, for the integration of data /databases into the common ENPADASI
- ✚ High degree of innovation of the planned activities
- ✚ High quality and relevant experience of individual scientists and research groups
- ✚ Scientific added value resulting from the European networking collaboration and integration of data sets management

Criteria of Potential Impact

Criteria of potential impact are:

- ✚ Contribution to the advancement of the research area
- ✚ Outcome of capacity building measures
- ✚ Appropriateness of measures for the dissemination and/or exploitation of results, and management of intellectual property



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- ✚ Strategic plan for long-term data storage and open access
- ✚ Strategic plan for translation of research into public health practice or policy.

Management and Implementation

Additional evaluation criteria will include:

- ✚ High quality and efficiency of the implementation and management: coordinator's proficiency, appropriateness of the governance and management structure and procedures, its organisation and coordination, including the management and sharing of data and models
- ✚ Commitment of the partners
- ✚ Timeliness, suitability of work schedule, requested resources, and feasibility
- ✚ Proof of critical mass to achieve the overall scientific goals and objectives
- ✚ Detailed risk analysis.

Funding Decision and Contract Negotiation

Based on the result of the ENPADASI Programme Proposals' evaluation, the SB will make the decision:

- a. To fund the ENPADASI Programme proposal as it is in case of a positive evaluation result
- b. Not to fund the ENPADASI Programme proposal
- c. To negotiate changes deemed necessary by the EP in case of a conditional recommendation in the evaluation result.

In the event of a recommended improvement (option c), the SB will ask the Coordinator and the members of ENPADASI to resubmit the proposal incorporating the EP's recommendations by October 31st 2014. The Coordinator will be provided with specific information regarding the issues which need revision. The compliance of the re-submitted final proposal will be evaluated by the Chair of the EP as well as the members of the SB. The SB will recommend the ENPADASI research consortium and its programme of activities to the national/regional funding organisations for funding. Based on these recommendations, final decisions and negotiation will be made by the national/regional funding organisations and will be subjected to budgetary considerations. ENPADASI activities are planned to start on December 15th 2014.

Responsibilities, Reporting Requirements and Dissemination during the Funding Period

The Coordinator of ENPADASI has the obligation to submit to the SB, through the JAS, an annual progress report and at the end of the two year funding period a final report. All reports must be written in English using a template provided by the JAS. The Coordinator will be responsible for taking corrective actions if requested by the-SB.



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If required, each member of ENPADASI has to submit financial and scientific reports to its national/regional funding organisations, according to national/regional regulations. The progress and final results of each individual contract (ministry decree, letter of grant, etc.) will be monitored by the respective national/regional funding organisations.

Funding recipients must ensure that all outcomes (publications, oral presentations, etc.) of ENPADASI include a proper acknowledgement of JPI HDHL support and the respective national/regional funding organisations.

The Coordinator and/or national members of the Initiative may be asked to present the results of their activities at JPI HDHL MB meetings, conferences and progress meetings organised by the JPI HDHL.

To brand the JPI HDHL and to bring about larger awareness of the European Nutritional Phenotype Assessment Data Sharing Initiative, ENPADASI centralised communication and information exchange on its research activities will be addressed through the JAS (Joint Action Secretariat) and the JPI HDHL Secretariat. In addition to the national contact persons, both will provide general information on ENPADASI mainly via the JPI HDHL website and its dissemination platform and the publication of documents such as newsletters, papers and other scientific information made available by the coordinator and/or national group leaders.

Scientific communication will be the responsibility of the participating research groups involved in ENPADASI upon the JPI HDHL policy for this purpose.

5. Governance and Management Structure of the JPI HDHL ENPADASI

5.1 The Joint Action Secretariat

The implementation of the joint JPI HDHL ENPADASI invitation to participate in will be under the responsibility of the Joint Action Secretariat (JAS). The JAS will act as the primary contact for interested research groups and scientists for information on general issues of the initiative and its technical aspects (ENPADASI online submission system, delivery of submission documents, etc.). It will take care of the management and administration of the submission procedures (proposal submission, evaluation, selection) under the supervision of the Steering Board (SB) and the support of the National Contact Persons (ANNEX A) at national level. The JAS will provide requested information to the JPI HDHL Management Board (MB) and the JPI HDHL Advisory Boards (SAB, SHAB) as well.

The JAS will be set up at:

the Netherlands Organisation for Health, Research and Development (ZonMw)

Dr. Jolien Wenink and Dr. Moniek Willemstein

Email: jpighdl@zonmw.nl

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Italy will be responsible for ENPADASI Coordination, preparation of the call documents and technical support for the online EoI and Full Proposal submission. Contacts MIPAAF, Annamaria Marzetti (a.marzetti@mpaaf.gov.it) MIUR, Giovina Ruberti (gruberti@ibc.cnr.it)

5.2 The Steering Board (SB)

The ENPADASI Steering Board (SB) is composed of representatives of the funding organisations/Member Countries (one representative per each funding organisation and a deputy) that have signed the ENPADASI Memorandum of Understanding (MoU). Representatives may be recruited from the respective members of the JPI HDHL MB. The SB will supervise the progress of the initiative, the selection of the EoIs and the evaluation of the Programme proposal. The SB will make the recommendation to the national/regional funding organisations for final funding of the successful proposal and participating research groups to be funded, based on the assessment and final conclusions reached by the EP. All decisions concerning the proposals submission procedures and their implementation will be taken by the SB.

5.3 Timeline of ENPADASI

Pre-announcement of ENPADASI on the 1 st International Conference of JPI HDHL in The Hague, The Netherlands	June 14 th , 2014
Approval and signature of MoUs	January 27 th , 2014
Pre-announcement of the ENPADASI Call	January 29 th , 2014
Step 1	
Opening of the ENPADASI online submission system	February 7 th , 2014
Closing of the ENPADASI online submission system and start of the national evaluation and selection process	March 31 st , 2014 at 05:00 p.m. CET
Approval of ENPADASI members by the SB and official appointment followed by an invitation of the selected members to the ENPADASI Networking Meeting	April 14 th , 2014.
Step 2	
First JPI HDHL ENPADASI Networking meeting and opening of the ENPADASI online system for submission of the JPI HDHL Programme Proposal, participation is mandatory	May 13-14 th , 2014



JPI HDHL Joint Action ENPADASI

The European Nutritional Phenotype Assessment and Data Sharing Initiative Terms of Reference

Deadline for Submission of the ENPADASI Programme Proposal, closure of the online submission system and start of the evaluation process by the EP	September 1st, 2014 at 05:00 p.m. CET
Evaluation Meeting of the EP (SB members will be present as observers)	October 13 th , 2014
Putative revision of the proposal and resubmission to the Chair of the SB if required	October 31 st , 2014
Funding Decision and start of national negotiation	November 7 th , 2014
Start of ENPADASI	December 15 st 2014

5.4 Contact and Further Information

The JAS will be the primary point of contact concerning the ENPADASI submission procedures for the Steering Board(funders) and the JPI HDHL Secretariat. All parties interested in ENPADASI issues are strongly recommended to contact their National Contact Person(s) for any questions on specific national regulations to apply to (see ANNEX A).

5.5 Admission of New Partners from JPI HDHL Member or Observer States, EU and non-EU Countries to ENPADASI.

ENPADASI explicitly appreciates the admission of new partners (countries and/or research groups), and will allow for the entry of any interested parties at all stages of the launched JPI HDHL ENPADASI process. As basic prerequisite, new partners must sign the ENPADASI Memorandum of Understanding (MoU), stating that they will join ENPADASI to contribute to it according to its major objectives and the goals of the JPI HDHL SRA. The proposed activity should be supported by national funds and in case of admission after the starting of the approved work programme the participation must also be discussed and agreed with the ENPADASI Coordinator and Work Packages leaders.