

B1.2.5 Workpackage description (full duration of project)

WP1 Project Management and co-ordination

Workpackage number	WP1	Start date or starting event:	1 March 2008
Workpackage title: Project Management and co-ordination			
Activity Type SUPP			
Participant number	1		
Participant short name	IFAH-Europe		
Person-months per participant:	17		

Objectives

1.1.To ensure effective management of the project and that it meets its objectives.

Description of work

The project co-ordinator will be responsible for the overall management of the project. This will include all administrative, financial, scientific and technical, coordination and communications aspects. Specifically it will include:-

- Supervision of the project and contact with the Commission
- Coordination of activities of the project
- Formation of the secretariat for the project
- Coordinate the governance and agree on reporting, meeting arrangements, etc
- Preparation of activity reports and financial reports
- Organisation of meetings, workshops, seminars and expert groups.
- Coordinate reports, collect information from meetings and ensure distribution
- Responsibility for drafting papers, taking minutes etc.
- Reception of all payments from the Commission
- Responsible for the financial control, organisation of audits and all legal and contractual arrangements and obligations
- Monitoring progress of the project including deliverables and milestones

A stakeholder forum will be established to include research, academia, industries, regulators, users and financial bodies. The stakeholder forum will be consulted on the project and will be a major contributor to the development of the methodologies and output of the project.

Deliverables

- 1.1 An appropriate governance structure in place (month 3)
- 1.2 Early meeting of the governing bodies (month 3)
- 1.3 A well organised project with full stakeholder involvement through an initial stakeholder forum meeting (month 3-6)
- 1.4 Established initial working/expert groups (month 6)
- 1.5 Creation of appropriate working/expert groups as necessary to deal with specialised topics.(month 1 and through to month 24 as required)
- 1.6 Annual reports (month 12, 24, 36,)

- 1.7 Maintenance of effective project (48)
- 1.8 Final report scientific (month 48)
- 1.9 Final report administrative and financial (month 48)

WP2 Disease Prioritisation

Workpackage number	WP2	Start date or starting event:	1 March 2008
Workpackage title: Disease Prioritisation			
Activity Type SUPP			
Participant number	1		
Participant short name	IFAH-Europe		
Person-months per participant:	12		

Objectives

1. To develop and peer review a prioritisation model for animal diseases in order to enable targeting of research funding for the research and development of tools for the control of disease
2. To provide an agreed list of diseases in priority order
3. To enable decision makers to access and use the prioritisation model.

Description of work

- 1 Conduct a review of current world wide prioritisation methodologies.
 - 2 Identify relevant criteria for disease assessment and the scores and weighting to be allocated to each of the criteria for use in the model. Peer review by an expert group
 - 3 Develop a interactive web based database for entry, review, analysis and agreement of the disease prioritisation information
 - 4 Provide an evidence base for each disease by the collection of information using a standard questionnaire which can be converted into scores. Experts in their field asked to complete the questionnaire electronically
 - 5 Score each disease against the criteria. Validate individual scores by experts then peer review by a working group
 - 6 Develop the prioritisation model initially paper based but later IT based...
 - 6 Develop an IT based prioritisation decision support tool using in house IT specialist or contractor
 - 7 Produce an interactive tool to help with prioritisation of research funding.
 - 8 Feedback to identify better focused research into those areas where new tools and methods for control have a priority
- The majority of this work will be accomplished through expert/working groups, seminars and workshops as appropriate. Other work will be conducted in house

Deliverables

- 2.1 Production of an agreed list of criteria on which to base prioritisation (month 9)
- 2.2 Disease database for prioritisation and gap analysis information (month 12)
- 2.3 Documented review of existing methodologies for prioritisation published (month 15)

- 2.4 A standardised validated working model for prioritisation which is accepted by funders. (month 24)
- 2.5 Publication of the list of peer reviewed prioritised major diseases (month 30)
- 2.6 Publication of the prioritisation model (month 36)
- 2.7 An IT solution with availability of the database and an interactive prioritisation model with web access (month 42)

WP3 Gap analysis

Workpackage number	WP3	Start date or starting event:	1 March 2008
Workpackage title: Gap analysis			
Activity Type SUPP			
Participant number	1		
Participant short name	IFAH-Europe		
Person-months per participant:	12		

Objectives

1. To develop a methodology for gap analysis
2. To provide a gap analysis for the top priority diseases
3. To use the gap analysis to target research to fill the gaps in the knowledge and understanding of the diseases and the lack of adequate tools to control each disease.

Description of work

- 1 Identify and agree the relevant criteria for gap analysis
 - 2 Develop a peer reviewed methodology for gap analysis
 - 3 Electronic collection of information for the gap analysis of each of the priority diseases in a standard format using the same system as for the disease prioritisation information.
 - 4 The results of the gap analysis will need to be subjected to peer review in order to have agreement on the priorities for targeting research funding. Peer review the information gathered
 - 5 Identify the gaps in knowledge for each of the diseases.
 - 6 Produce a disease summary for each priority disease listing the gaps and identifying research required to develop new and improved methods of control especially in relation to specific control measures such as surveillance, treatment, vaccines and diagnostic tests.
- As with prioritisation, the majority of this work will be developed through expert/working groups, stakeholders, seminars and workshops as appropriate. Other work will be conducted in house.

Deliverables

- 3.1 A validated methodology for gap analysis (month 18)
- 3.2 Answers to specific question re tools for disease control (month 24)

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- What is currently available for effective controls and is it fit for purpose?
 - What new tools are needed?
 - Is the research near to a breakthrough and does it have the potential to deliver the products?
 - What are the costs and timescales for delivery of the new tools?

3.3 A comprehensive standardised analysis for each of the priority diseases identifying the gaps in knowledge and availability of control tools (month 36)

3.4 A comprehensive database with web access for each of the priority diseases (month 42)

3.5. Final report on research requirements to fill the gaps and encourage the development of new or improved tools for each of the priority diseases. (month 48)

3.6 Final report of a standardised validated methodology to determine gaps and research priorities with more accuracy. (month 48)

WP4 Technology Evaluation

Workpackage number	WP4	Start date or starting event:	1 May 2008		
Workpackage title: Technology Evaluation					
Activity Type SUPP					
Participant number	1				
Participant short name	IFAH-Europe				
Person-months per participant:	12				

Objectives

1. To Identify innovative technology and assess how it can be utilised for the development of new tools for the control of infectious animal diseases
2. To Direct research funding to the new technology with the most potential
3. To Ensure this information is transmitted to research and development organisations involved in disease control

Description of work

1. Review current methods used by stakeholders to identify and evaluate new technologies and build on these as appropriate.
2. Develop an acceptable methodology to identify current and newly developed technological innovations which can be used in the development and deliver of new tools
3. Establish a system for use at any time point to scan for new concepts
4. Review new technologies through literature searches, workshops and conferences and the establishment of networks. Develop a lateral thinking process to identify technologies in other life sciences which could be relevant.
5. Map technology development of relevance to the project
6. Evaluate the potential of new technological developments.
7. Monitor the availability of proof of concept new technologies.
8. Disseminate the information to research funders, research workers and development groups in the industry

Deliverables

- 4.1 Publish review of current methods to identify new technologies.(month 15)
- 4.2 A standardised validated methodology for identification and evaluation of technological innovation (month 24)
- 4.3. Rapid identification new technology and techniques as they are identified or published. (month24-48)
- 4.4. Assessment and evaluation of new technologies (month24-36)
- 4.5. Use of new technologies where appropriate to assist the development of diagnostics, pharmaceuticals and vaccines. (month 24-48)
- 4.6 Final report on the methodology (month 48)

WP5 Communication and dissemination

Workpackage number	WP5	Start date or starting event:	1 March 2008
Workpackage title: Communication and dissemination			
Activity Type SUPP			
Participant number	1		
Participant short name	IFAH-Europe		
Person-months per participant:	15		

Objectives

- 5.1. to ensure effective communication with and between all stakeholders
- 5.2. To foster interactions between EU and third country organisations including international bodies
- 5.3. To disseminate the results emerging from this project through electronic and other methods
- 5.4. To ensure the information gathered and the methodologies generated are published and available to all

Description of work

- Arrange printing and distribution of reports etc
- Ensure good communications with stakeholders in general as well as the various expert working groups operating within the project.
- Creation, management and upkeep of an interactive web site with facility for discussion forum, feedback, access to databases and disease information.
- Provide documents on all aspect of the project which can be easily downloaded
- Ensure that information on the project, ongoing activities, news and future activities is made available in an easily digested format to enable easy retrieval. Publish electronic newsletter
- Regular updating of the web site throughout the life of the project.
- Share information and expertise on prioritisation, gap analysis and technology evaluation with all stakeholders
- Develop a communication strategy for using and disseminating the information gathered during the project with an initial draft which will be updated as the project progresses.
- Develop real time communication between working/expert groups and stakeholders utilising modern technology for video links and teleconferences.

Deliverables

- 5.1 A communication strategy to disseminate the information gathered and developed during the project. (month 6 then ongoing)
- 5.2 Active web site established with open and restricted access as per the communication strategy.(month 6)
- 5.3 Preliminary publications (month 6 and then as appropriate)
- 5.4 Final publications (month 12 and as sections of the project are completed.)