

RIGHT Fund Product Development Award RFP Instructions

RF-PDA-2021-001_Instructions

General Conditions

Language

All correspondence and documents relating to this RFP shall be written **in English**.

Submission cost

The applicant shall bear all costs associated with the preparation and submission of the proposal, including costs associated with proposal development, presentation, and contract and agreement negotiation (unless otherwise noted by the RIGHT Fund).

Award Administration Conditions

- Submission of your proposal to and review by the RIGHT Fund does not guarantee funding for your proposed project.
- Following RIGHT Fund Board approval, the RIGHT Fund will notify applicants of the award decision. Please note that RIGHT Fund is not able to provide formal feedback to applicants receiving a non-award decision.

The RIGHT Fund management team does not have influence, authority, or decision power on the review and evaluation, funding recommendations, and award or non-award decisions of submitted proposals.

Application Process

Step 1 - Intent to Apply (ITA)

- **Deadline: 10:00AM KST on November 19th, 2021**
- **Where to submit:** Interested applicants must visit the RIGHT Fund's website (<https://www.rightfund.org/en/>). You will be asked to register and create an account in our grant management system when you follow the link on the website. *Please submit only the ITA using the template provided.*
- **Notes**
 - Any application submitted in non-designated or arbitrarily modified templates will not be accepted. You are allowed to modify the document only in the sections where noted and adhere to any word or page limitations.

- Please do not submit any additional documents other than those requested.
- Please list all partners participating in the project in your Intent to Apply; the name and contact details of at least one representative from each partner organization must be indicated.
- Proposal documents must be agreed by all your listed partners prior to submission.
- Applicants who successfully submit the *Intent to Apply* document shall receive a system generated confirmation email.
- The RIGHT Fund may, at its own discretion, extend the closing date by notifying applicants. Proposals received after the closing date for submission without prior agreement will not be considered.

Step 2 – Full Proposal

- **Deadline:** The RIGHT Fund will invite selected applicants as per its investment priority to submit a full proposal application and will advise you of the closing date and evaluation schedule. You will not be able to modify your proposal after submission on the grant management system.
- **Where to submit:** Invited applicants will gain access to a full proposal tab on the RIGHT Fund’s grant management system. Please submit all and only the documents requested and only use the full proposal template provided.
- **Notes:**
 - Please do not make any arbitrary adjustments to the template. You are allowed to modify the document only in the sections where noted and adhere to any word or page limitations.
 - Upload all requested files to the grant management system.
 - You must provide preliminary data to support your proposed project where applicable.
 - The project budget should be justified by activities and reasonable details should be provided.
 - Proposal documents must be agreed by all your listed partners prior to submission.
 - The RIGHT Fund may, at its own discretion, extend the closing date by notifying applicants. Proposals received after the closing date for submission without prior agreement will not be considered.

Evaluation Process

Step 1 - Eligibility Assessment (ITA)

- **Criteria:** ITAs will initially be assessed to determine whether the:
 - Partnership meets RIGHT Fund eligibility criteria

- Project objectives are aligned with the RFP-specified scope
- Proposal is complete and addresses all required content
- **Note:** RIGHT Fund staff may ask clarifying questions or request additional information, as needed, to qualify proposals for evaluation.

Step 2 - Technical Evaluation

- **Criteria:** Proposals will be reviewed by at least three RIGHT Fund' panel of external reviewers and assessed according to:
 - Scientific and technical merit (e.g. approach and methodology, overall quality and comprehensiveness)
 - Rationale or how the approach differs from what is currently under development? (e.g. added value of the work)
 - Is the proposal feasible and can milestones or deliverables be met within the proposed timeline?
 - Potential impact (e.g. how will the work address the global health priority and patients)
 - Partnership and project management (e.g. collaboration capabilities and expertise, project history and performance, risk management, budget)
- **Note:** Please provide supporting information and outcome if your proposal has been previously reviewed by an independent scientific or technical advisory committee.

Step 3 - Evaluation by the Selection Committee

- **Criteria**
 - Selection Committee will mainly assess the alignment of the proposals with the RIGHT Fund investment strategy.
 - The aggregated External Reviewer results and the proposals will be shared with the RIGHT Fund Selection Committee (SC) for evaluation
- **Note:** After the evaluation process and if requested by the SC, the RIGHT Fund may invite selected applicants for an interactive interview with the SC.

Step 4 - Funding Approval

- **Investment Decision**
 - Once all information has been considered, the SC will make funding recommendations to the RIGHT Fund Board of Directors (BoD). The RIGHT Fund BoD will consider the SC recommendations and will make the final approval for investments.

Questions regarding your application

Prospective applicants may submit RFP related questions to the RIGHT Fund.

- **Where to:** Send questions to rightfund@rightfund.org (subject header “RFP-PDA-2021 Questions”) or send a message through the grant management system with the same subject header.
- **Notes**
 - Please note that it may take time for the RIGHT Fund management team to respond to your inquiries, so make sure to address your questions well in advance of the submission deadlines.
 - A Frequently Asked Questions (FAQ) page is available on the RIGHT Fund website: <https://www.rightfund.org/en/apply-for-funding/rfp-faq/>.

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