

Strengthening African National Regulatory Authorities Data Systems to Enhance and Track Performance

Grand Challenges

Application Instructions

Information required for application

Please refer to the following guidelines as you prepare your application to the RFP “[Strengthening African National Regulatory Authorities Data Systems to Enhance and Track Performance](#)”.

Your application includes:

- Applicant profile and information – completed via our [application portal](#)
- Proposal – uploaded as a Microsoft Word® or Adobe® PDF file
 - Maximum 3 pages
 - Figures and references are included in this page count
- Budget table and narrative (1 page, use [template provided](#)) - uploaded as a Microsoft Word® or Adobe® PDF file
- Collaboration Statement – 1 page - uploaded as a Microsoft Word® or Adobe® PDF file
- Letter(s) of Commitment – please see details below

Please note that a template for the proposal and budget narrative and table can be found within the application portal within the corresponding upload task. Details on each section can be found below. Along with this application instructions document, we encourage you to reference the request for proposals overview document and the challenge rules and guidelines to ensure that your proposal responses to the challenge.

Applicant Profile

To begin your application, please click on the “Apply for this opportunity” button at the top of the challenge page. Through this link, you will be able to access the “Strengthening African National Regulatory Authorities Data Systems to Enhance and Track Performance” program. Either create a new account, or log-in to the system if you have previously created an account and begin your application by filling in the applicant profile.

Proposal File – 3 pages maximum

Proposal Format

Your proposal must be formatted as follows.

- No longer than 3 pages maximum
- 11-point font or larger
- At least 0.5” margins all around
- Single line spacing
- Standard character spacing (neither expanded nor condensed)
- Arial or Times New Roman font
- Microsoft Word® or Adobe® PDF filetype
- Entire file size of 3MB or less

- Please do not include a cover sheet with your proposal. A cover sheet will be automatically generated from your registration data.

Applications that do not adhere to these restrictions may be blocked from submission and review.

Proposal Content

Please include the following in your application: (suggested lengths in parentheses)

1. Introductory information (1/2 page):
 - A short description of the specific problem(s) your proposal addresses out of the four defined areas: Regulatory review process management, Metrics systems and performance indicators improvement, Regulatory Data Standardization and data vocabulary, and/or Artificial Intelligence (AI) centered tools.
 - Indicate in one or two sentences **in bold** the essence of your idea for a solution (1-2 sentences)
 - Why your idea is unconventional or creative
2. Proposal information (1.5 pages):
 - A clear hypothesis for the proposed work
 - A brief description of the work plan you will undertake
 - How would this work advance reporting key data and metrics to inform process improvement and achieve KPIs for partnering NRAs?
3. Path to impact (1 page): What would your next steps be if you are successful in this work? How would you ensure continuity of this work beyond the funding period including the data personnel running the systems? Commitment to share data with relevant facilitated regulatory pathway owners that the NRA relies on e.g., WHO CRP, REC MRH, AMA (in future)

Budget Table and Narrative – 1 page maximum

Please use the [budget template](#) (linked and on the application portal) to include a breakdown of allowable direct costs under the following categories.

- Personnel
- Subcontracts
- Subgrants
- Capital Assets/Equipment
- Travel
- Supplies
- Other Expenses
- Indirect Costs (please review the [Indirect Cost Policy](#))

Additionally, please provide a one (1) paragraph Budget Narrative to explain the major cost drivers and how costs relate to planned activities and target outcomes.

Collaborative Statement – 1 page maximum

Your collaborative statement must be formatted as follows.

- 11-point font or larger
- At least 0.5" margins all around

- Single line spacing
- Standard character spacing (neither expanded nor condensed)
- Arial or Times New Roman font
- Microsoft Word® or Adobe® PDF filetype
- Entire file size of 3MB or less

Please upload a one-page collaborative statement that addresses the following:

1. Provide a list of collaborators and their roles, including details on where the collaborators are based, and whether they are policy/decision making collaborators, data scientist/statisticians, or other.
2. Why this collaborative effort is suited to driving this work forward, and how would each NRA and partner benefit from the work?
3. What unique skills or expertise each collaborative team brings to the project
4. Your plan to maintain productive collaboration throughout the duration of the award and how it might continue or evolve afterwards.

Letter(s) of Commitment

A letter of commitment to the partnership from each collaborator should be provided that outlines the role of the collaborator at the proposal stage and their anticipated role in the execution phase. Ideally this would be uploaded as a single PDF combining multiple letters (if relevant). However, multiple uploads will be acceptable if needed.

Frequently Asked Questions

Answers to many application questions can be found on the Frequently Asked Questions (FAQ) document.

Inquiries

Please direct all questions about this initiative, selection criteria or application instructions by e-mail to the following address: grandchallenges@gatesfoundation.org