

Health Campaign Effectiveness Implementation Research RFP Submission Checklist

Prior to submitting, check to ensure the following items are completed.

#	Category	Check (✓) when completed
I	Submission logistics	
1.1	Are you submitting the proposal through our online web form?	
1.2	Have you fully completed all the sections in the webform and have provided sufficient detail in each section for the reviewers to score your proposal?	
1.3	Have you attached all required supporting documents? (and consider attaching optional supporting documents)	
II	Technical components	
2.1	Does the proposal pertain to health interventions delivered in a <u>campaign</u> ? (see definition below)?	
2.2	Does the proposal address one or more of the <u>health areas of interest</u> , which are immunizations including polio, malaria, neglected tropical diseases and vitamin A supplementation?	
2.3	Does the proposal pertain to the <u>integration of 2 or more health campaigns</u> ? (either <u>partial or full integration</u> ; see definition below) OR the <u>transition of a health campaign</u> to the primary health care system?	
2.4	If your proposal is related to a COVID-19 vaccination campaign, is the COVID-19 vaccination campaign being <u>integrated (partially or fully) with another campaign</u> in immunizations including polio, malaria, neglected tropical diseases and vitamin A supplementation	
2.5.	Have you described how the proposed study is an implementation research study?	
2.6	Have you ensured your study is about a campaign planned and/or implemented during 2021 and early (first quarter of) 2022	
2.7	Does your proposed research describe how the findings will be used to inform local policies/decision making and improve programmatic/campaign outcomes?	
2.9	Are your research question(s) clearly stated and aligned with a question presented by HCE in the RFP?	
2.10	Have you clearly described your experience of working with the government, in convening stakeholders, and conducting implementation research?	
III	Government Engagement	
3.1	Are the government officials in agreement to conduct the proposed study?	

RFP submission deadline: March 1st at 9 am EST (GMT-5)

3.2	Do you describe prior experience of working with relevant government departments in your country to conduct the study successfully?	
IV	Budget	
4.1	Is your proposed budget under USD \$150,000?	
4.2	Have you ensured that none of the line items in your proposed budget cover implementation costs of the health campaign(s) and their usual campaign components?	
4.3	Have you ensured that the budget is in the HCE Excel template?	
4.4	Do all line items in your budget have a budget justification?	
4.5	Does the budget include no more than 15% (maximum) indirect costs?	
V.	Timeline	
5.1	Are you confident that the proposed study can be completed within the proposed grant period (ending no later than July 31, 2022)?	
VI	Legal status for receiving foreign funding (from a NGO in U.S.)	
6.1	Do you have the required government approvals (if needed) to receive foreign funding in April 2021?	

If you have checked all boxes, you are all set to submit your proposal!