Instructions for Request for Proposals:

Product Development Award, General Call

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 Foundation).

Award Administration Conditions

- Submission of your proposal to and review by the RIGHT Foundation does not guarantee funding for your proposed project.
- Applicants will be notified of their award decision at each evaluation stage. Please note that the RIGHT Foundation does not provide formal feedback to applicants who do not receive an award.
- **The RIGHT Foundation's management team does not have influence, authority, or decision-making power** over the reviews, evaluation, funding recommendations, or the final funding decision for submitted proposals.

Application Process

The deadline to submit an application to the 2025 Product Development Award (PDA), General call is 14 April 2025 at 10:00AM KST.

See the instructions below and reference the Fluxx manual for more detailed guidance.

Step 1 – Account Creation

1. Create an account and register in our Grant Management System.
   Note: We highly recommend creating an account **at least 7 business days** prior to the deadline to complete and submit the application.

2. A confirmation email will be sent to you once your account request is approved. It will take at least **3 business days** to process your account request.

3. We recommend that both the Principal Investigator (PI) and Primary Contact (PC) create accounts, as this is needed to move forward with application creation.

4. If you already have an account, start from 'Step 2 - Application creation'.

Step 2 – Application Creation

1. Log in to access your account to start your application and complete the **required fields**. Once the required fields (see additional instructions below) have been completed and saved, the Full Proposal Template will be generated and available for download.

- **Required Fields**

   Several required fields from the application creation stage are then automatically populated into the Full Proposal Template. To assist with the preparation of your application, please prepare the following responses in advance:

   Please note that the responses in the required fields will be used to assess eligibility and alignment with the Request for Proposals (RfP). We strongly recommend that you ensure your responses to these questions are of high-quality and accurately reflect proposed project activities.

1. Application Summary	- Project title - Duration of support requested (months) - Requested amount from RIGHT Foundation (in KRW) (A) - Co-funding amount (in KRW) (B) - Total project costs (in KRW) (A+B) - Target Beneficiary Countries - Collaborator information: - Organization name - Organization country - Investigator (name, title, email) and Primary contact (name, title, email)
2. Project profile	- Target pathogen - Target disease(s) - Product type

	▪ Proposed development stage
3. Application history	▪ Is this proposal a resubmission? If yes, please explain in detail how you have strengthened your proposal or team/partnership since your last submission. Articulate how you have responded to reviewers' feedback from the previous submission if applicable (Max. 300 words). ▪ If you hold grants or have held grants from RIGHT Foundation related to the topic of this application, explain how these differ and confirm there is no overlap in funding (Max. 200 words)
4. High-level proposal summary (Total max. 300 words)	▪ What is the problem you aim to solve with your product or platform? Please note that the stated problem should reflect the health needs in the low- and middle-income countries that are unmet by the current best practice. ▪ What is the final product or platform that you aim to develop and how will it address the health needs that are unmet by current best practice? What is the innovation of your proposed product or platform as compared to current best practice? ▪ What is the use-case that your product/platform aims to serve? Be specific about the delivery context and the target population. ▪ What is your hypothesis on how your innovation will help solve the problem you stated? Briefly summarize any preliminary data that supports this hypothesis. ▪ What are the specific objectives to be achieved during the proposed funding period?

Step 3 – Full Proposal Submission

- **Once the full proposal document template has been generated, download it from your account, complete the document, and upload it along with other required documents.**

- Please note that once submitted through the grant management system, your proposal cannot be modified. As such, please ensure that the contents of the full proposal are aligned with the information in the Grant Management System.

- Applicants who successfully submit a Full Proposal will receive a system generated confirmation email.

- **Notes:**

- Upload all required files to the grant management system. Please do not submit additional documents beyond those requested.
- 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 specified, within the word limit.
- List all project partners, providing the name and contact details of at least one representative from each partner.
- All proposal documents must be approved by all listed partners before submission.
- The RIGHT Foundation reserves the right to extend the closing date at its discretion. Proposals received after the closing date and time without prior agreement will not be considered.

Evaluation Process

RIGHT Foundation may ask clarifying questions or request additional information, as needed, at each stage of the evaluation process to qualify proposals for further evaluation.

Step 1 - Eligibility Assessment

- Full Proposals will initially be assessed to determine whether the:
  - Partnership meets RIGHT Foundation eligibility criteria stated in the Request for Proposals (RfP).
  - Project objectives are aligned with the RfP-specified scope.
  - Proposal is complete and addresses all required content.
- **Note:** Collaborator verification will be conducted during this process.

Step 2 - Technical Evaluation by Panel of Experts

- Each eligible Full Proposal will be reviewed by at least three RIGHT Foundation Panel of Expert reviewers (POEs) and assessed according to the evaluation criteria stated in the RfP.

Step 3 – Technical Evaluation by the Selection Committee

- The RIGHT Foundation Selection Committee (SC) will review all proposals and generate a ranked short-list based on POE review, comments, and alignment with RIGHT Foundation's investment strategy.

- Short-listed applicants will be requested to participate in an interactive interview with the SC.
- Following interviews, the SC will make a funding recommendation to the RIGHT Foundation Board of Directors (BoD).

Step 4 – Funding Approval by the Board of Directors

- The BoD will consider the SC recommendations and will make the final decision for new investments.

Questions regarding your application

If you have any questions throughout the application process, please email RfP@rightfoundation.kr and include "RFP-PDA-2025 Question(s)" in the subject header.

- Please note that it may take time for the RIGHT Foundation 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 also available on the RIGHT Foundation website.

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