

# Global Bridges at Mayo Clinic and Pfizer Independent Grants for Learning and Change Request for Proposals (RFP)

February 7, 2014

## I. Background

Global Bridges: Healthcare Alliance for Tobacco Dependence Treatment, hosted at Mayo Clinic, and Pfizer Independent Grants for Learning and Change (IGLC) are collaborating to offer a new grant opportunity focused on treating tobacco dependence.

IGLC provides independent grant support to organizations for healthcare quality improvement and education projects related to tobacco dependence. IGLC's goal is to increase the number of people who stop smoking by improving the frequency and effectiveness of treatment interventions (e.g., counseling and/or evidence-based pharmacotherapy) provided by healthcare professionals.

Global Bridges was established in 2010 through an unrestricted educational grant from Pfizer. In the intervening period Global Bridges and its regional partners have created training curricula based on established best practice and trained over 2400 healthcare professionals from 61 countries to treat tobacco dependent patients and promote policies which facilitate decisions to stop using tobacco. Through the creation of a multilingual website, webinars, distance learning program and listserv, Global Bridges has also facilitated collaboration among its members within and across regions. ([www.globalbridges.org](http://www.globalbridges.org))

This Request for Proposals is being issued by both organizations. Global Bridges is the lead organization for review and evaluation of applications. A review committee led by Global Bridges will make decisions on which proposals will receive funding. Grant funding will be provided by Pfizer. Collectively, up to \$2 million is available for award (see below for eligibility and size of awards).

## II. Requirements

Projects should be consistent with the Global Bridges Mission: *to create and mobilize a global network of healthcare professionals and organizations dedicated to advancing evidence-based tobacco dependence treatment and advocating for effective tobacco control policy.* Successful grantees will be required to join and contribute to the Global Bridges online network. We are particularly interested in funding projects and programs which promote collaborations across multiple countries and across regions, build and expand the number of healthcare professionals committed to treating tobacco dependence, and promote policies which facilitate stopping tobacco use.

<p><b>Specific Area of Interest for this RFP:</b></p>	<p><u>Category 1</u> Grant support available for existing tobacco dependence treatment training initiatives which help build the Global Bridges network. Eligible organizations may apply if they have a prior or ongoing project that has been demonstrated to build treatment capacity, improve clinical practice, and/or lead to positive health outcomes. Projects must have a proven track record of success with their educational methods and approach. Documentation must be provided demonstrating that the initiative has achieved success in the past and describing how additional funding can expand or improve the effort. Grant requests must not exceed \$200,000 over 2 years.</p> <p><u>Category 2</u> Healthcare professional advocacy programs including national implementation of <a href="#">FCTC Article 14</a>. Grant requests must not exceed \$50,000. <i>Ref: World Health Organization (WHO) Framework Convention on Tobacco Control (FCTC). Article 14 “Guidelines on demand reduction measures concerning tobacco dependence and cessation” November 2010</i></p> <p><u>Category 3</u> Evidence-based Innovation: creation of healthcare professional training programs in countries, particularly Low and/or Middle Income Countries (LMICs), in which funding for this work has previously been unavailable. Proposals must be based on evidence and best practice; collaborations are encouraged. Grant requests must not exceed \$100,000.</p> <p>Applicants may submit applications in multiple categories, either as separate proposals or combined into one project proposal. For all categories, priority will be given to programmatic efforts that show evidence of sustainability and/or exportability.</p>
<p><b>Target Learner Audience</b></p>	<p>Healthcare professionals</p>
<p><b>Geographic Scope</b></p>	<p>The intent of this RFP is to focus on work in Low- and/or Middle-Income Countries as defined by the World Bank (<a href="http://www.worldbank.org">www.worldbank.org</a>). Exceptions will be considered on a case by case basis.</p>
<p><b>Applicant Eligibility Criteria</b></p>	<p>Credentialed medical, dental, nursing, allied health, public health, and/or pharmacy professional schools, universities, healthcare institutions, for-profit health systems, professional associations, member societies, state agencies involved with tobacco control, and other not-for-profit entities may apply.</p>

	<p>Principal Investigators from the U.S. or other High-Income nations are required to collaborate with (an) investigator(s) from (a) Low-and/or Middle-income nation(s). Principal Investigators from a Low-and/or Middle-income nation may collaborate with investigators from the U.S. and/or other High-income nation(s); in this situation, no more than 20% of funds can go to the partner in the High-income nation.</p> <p>Applicants who have accepted any funds from the tobacco industry in the past five years will be disqualified.</p>
<p><b>Maximum Grant Request Amounts</b></p>	<p>The total available budget related to this RFP is two million USD (\$2,000,000), including indirect costs. The maximum allowed overhead rate is 8%, and the maximum dollar amounts delineated above include overhead costs. All amounts listed are in U.S. dollars (USD).</p>
<p><b>Key Dates</b></p>	<p>All applicants <b>MUST</b> submit a Letter of Intent (LOI) by <b>Friday, 7 March 2014 at 5:00pm U.S. Eastern Standard Time</b></p> <p>Anticipated LOI Notification Date: 11 April 2014 Please note: full proposals can only be submitted following acceptance of an LOI.</p> <p>Full Proposal Deadline (Anticipated): Friday, 16 May 2014 at 5:00pm U.S. Eastern Daylight Time</p> <p>Anticipated Full proposal Award Notification Date: 11 July 2014</p> <p>Grants awarded following execution of fully signed Letter of Agreement (LOA)</p> <p>Grantee Meeting: March, 2015 (details to be provided at later date)</p> <p>Period of Performance: approximately September 2014 to December 2016, or as specified in proposal within this date range</p>
<p><b>How to Submit</b></p>	<p>Please go to the website at <a href="http://www.pfizer.com/independentgrants">www.pfizer.com/independentgrants</a> and click on the button "Go to the Grant System".</p> <p>If this is your first time visiting this site you will be prompted to take the Eligibility Quiz to determine the type of support you are seeking. Please ensure you identify yourself as a first-time user.</p> <p>Select the following Area of Interest: Global Bridges 2014 Smoking Cessation</p>

	<p>Requirements for submission: Complete all required sections of the online application and upload the completed LOI template (see Appendix).</p> <p>In your project title, please state the category to which you are applying: Category 1 (Existing training programs); Category 2 (Advocacy); or Category 3 (New training programs). Start the project title with the appropriate category number. If a proposal addresses more than one category then please list them both. For example “Category 2 and 3 - Initiative to Address....”</p>
<b>Questions</b>	<p>If you have questions regarding this RFP, please direct them in writing to the Pfizer IGLC Grant Officer, Jacqueline Waldrop via email (jacqueline.waldrop@pfizer.com) or to Katherine Kemper at Global Bridges (kemper.katherine@mayo.edu).</p>

### III. Terms and Conditions

1. This RFP does not commit Pfizer or its partners to award a grant or a grant of any particular size if one is awarded, nor to pay any costs incurred in the preparation of a response to this request.
2. Pfizer reserves the right to accept or reject any or all applications received as a result of this request, or to cancel this RFP in part or in its entirety, if it determines it is in the best interest of Pfizer to do so.
3. Pfizer reserves the right to announce the details of successful grant application(s) by whatever means insures transparency, such as on the Pfizer website, in presentations, and/or in other public media. In the case of this RFP, a list of all LOIs selected to move forward may be publicly disclosed. In addition, all approved full proposals, as well as all resulting materials (e.g., status updates, outcomes reports, etc.) may be posted on the Pfizer IGL&C website.
4. Pfizer reserves the right to share the title of your proposed project, and the name, address, telephone number and e-mail address of the applicant for the requesting organization, to organizations that may be interested in contacting you for further information (e.g., possible collaborations).
5. Sunshine Act: To comply with the U.S. Federal Physician Payments Sunshine Act, Provider (sponsor) must provide names and other required information of the US-licensed physicians and US teaching hospitals (Covered Recipients, as defined by Centers for Medicare and Medicaid Services) to whom the Provider (sponsor) furnished payments or other transfers of value stemming from the original independent grant awarded by Pfizer. This includes compensation, reimbursement for expenses, and meals provided to faculty (planners, speakers, investigators, project leads, etc.) and “items of value” (items that possess a value on the open market, such as textbooks) provided to faculty and participants, if such faculty and/or participants meet the definition of „Covered Recipient“. Such required information is to be submitted during the reconciliation process or earlier upon Pfizer’s request in order to meet certain Sunshine Act reporting commitments. The parties agree that, pursuant to this Agreement, Pfizer will not make any payments directly to any physician, and all payments shall be directed to Institution. The parties further agree that all payments made pursuant to this Agreement will be considered research payments under the Federal Physician Payments Sunshine Act.

6. Food and Beverages: No portion of a Pfizer independent grant will be used for food and/or beverages for learners and/or participants in any capacity. Provider (sponsor) will be required to certify during final grant reconciliation that the funds were not used for food and/or beverage for learners and/or participants.
7. In the performance of all activities under or related to the Agreement, Institution is required to comply with all applicable Global Trade Control Laws relating to its respective business, facilities, and the provision of products and services hereunder. "Global Trade Control Laws" include, but are not limited to, the U.S. Export Administration Regulations (Title 15 of the U.S. Code of Federal Regulations Part 730 et seq.); the International Traffic in Arms Regulations (Title 22 of the U.S. Code of Federal Regulations Parts 120-130); EU export controls on dual-use goods and technology (Council Regulation (EC) No. 428/2009); Financial Sanctions Laws and Restrictive Measures imposed within the framework of the Common Foreign and Security Policy (CFSP) in pursuit of the specific CFSP objectives set out in the Treaty on European Union (2012/C 326/01); and the economic sanctions rules and regulations implemented under statutory authority and/or President's Executive Orders and administered by the U.S. Treasury Department's Office of Foreign Assets Control (Title 31 of the U.S. Code of Federal Regulations Part 500 et seq.). By responding to this RFP, institution hereby represents and warrants that neither it nor any of its affiliates, agents, contractors, subcontractors or any other relevant third party for the provision of products, technical data or services covered by the Agreement, are included on any of the Restricted Party Lists maintained by the U.S. Government or other relevant government authority, nor any country subject to sanctions imposed by the U.S., EU, or United Nations (currently Cuba, Iran, North Korea, Sudan or Syria) or for end-use within Cuba, Iran, North Korea, Sudan or Syria. Institution further represents and warrants that it is not owned or controlled by, or otherwise affiliated with, any individual or entity on these Restricted Party Lists. "Restricted Party Lists" means and includes, but is not limited to, the Specially Designated Nationals List, as administered by the U.S. Department of the Treasury Office of Foreign Assets Control; the Consolidated List of Persons, Groups and Entities Subject to E.U. Financial Sanction, as implemented by the E.U. Common Foreign & Security Policy; the List of Excluded Individuals / Entities, as published by the U.S. Health and Human Services – Office of Inspector General; and the Debarred Parties List, which is managed by the U.S. General Services Administration – Office of Acquisition Policy. Notwithstanding any other provisions of this Agreement, violation by Institution, or any of its affiliates, agents, contractors, subcontractors or any other relevant third party, of any Global Trade Control Law will render this Agreement immediately terminable in Pfizer's sole discretion upon notice by Pfizer.

## **Appendix: Letter of Intent Submission Guidance**

LOIs must be in English. LOIs should be single-spaced using Calibri 12-point font and 1-inch margins. Note there is a 3-page limit in the main section of the LOI. LOIs not meeting these standards will not be reviewed.

LOIs should include the following sections

### I. Main Section (not to exceed 3 pages):

#### A. Title of project

#### B. Goal

1. Briefly state the overall goal of the project.
2. Describe how this goal aligns with the focus of the RFP and the goals of the applicant organizations.

#### C. Objectives

1. List the overall objectives you plan to meet with your project both in terms of learning and expected outcomes.

#### D. Baseline data summary, initial metrics or project starting point. What is the practice gap that will be addressed or improved?

#### E. Technical Approach

1. Describe the planned project and the way it addresses the established need.
2. Describe the overall population size as well as the size of your sample population. Describe the primary audience(s) targeted for this project. Also indicate whom you believe will directly benefit from the project outcomes.

#### F. Innovation

1. Describe how this project builds upon existing work, pilot projects, or ongoing projects, etc., developed either by your institution or other institutions related to this project.

#### G. Outcomes Evaluation

1. Describe how you will measure the success of your project. How will you determine if the practice gap was addressed for the target group?
2. Describe how the project outcomes might be broadly disseminated.

#### H. Project Timeline

#### I. Requested Budget

1. A total amount requested is the only information needed at this time.

2. The budget amount requested must be in U.S. dollars (USD).
3. Institutional overhead and indirect costs may be included within the grant request. The maximum overhead rate established for this RFP by Mayo Clinic Global Bridges is 8%.

II. Organizational Detail (not to exceed 1 page, in addition to main section )

Describe the attributes of the institutions/organizations/associations that will facilitate or support the execution of the project and the leadership of the proposed project, including relevant prior or ongoing projects. Articulate the specific role of each partner in the proposed project.

Final submissions should not exceed 4 pages in total (3 pages for the main section, and 1 page for organizational detail). All required sections (main section + organizational detail) should be submitted in one single document.

Please note the formatting and page limit for the LOI. The LOI is inclusive of additional information of any kind. A submission exceeding the page limit **WILL BE REJECTED** and **RETURNED UNREVIEWED**.