Accelerating Action to Eliminate Viral Hepatitis: Call for Proposals via Letters of Intent

(Updated April 18, 2019)

Background
Nearly 330 million people have chronic hepatitis B or C virus infection, and viral hepatitis is the seventh leading cause of death globally, with 1.4 million deaths due to viral hepatitis each year. (WHO. Global Hepatitis Report, 2017. Geneva, Switzerland: World Health Organization, 2017. URL: http://apps.who.int/iris/bitstream/10665/255016/1/9789241565455-eng.pdf?ua=1). Highly effective prevention and treatment tools exist; for example, childhood vaccinations for hepatitis B prevent 95% of infections. Mother-to-child transmission of hepatitis B could, in fact, be eliminated via a comprehensive approach that includes providing hepatitis B virus vaccine to all infants within 24 hours of birth. Furthermore, new drugs could cure more than 90% of people with chronic hepatitis C infection if infected persons were diagnosed and received indicated care and treatment.

Unfortunately, a number of barriers keep countries from properly addressing viral hepatitis. By funding highly effective activities that will increase awareness of the problem, and accelerate prevention, diagnosis, and treatment, EndHep2030 can help partners to overcome those barriers.

About EndHep2030
EndHep2030, formally referred to as The Fund for Elimination of Viral Hepatitis, is the only grant-making organization dedicated exclusively to the mission of ending viral hepatitis in accordance with the Global Health Sector Strategy for Viral Hepatitis (URL: https://www.who.int/hepatitis/strategy2016-2021/ghss-hep/en/), as well as in the 2030 Agenda for Sustainable Development which called for specific action to combat viral hepatitis (Sustainable Development Goal 3 target 3.3; URL: https://sustainabledevelopment.un.org/sdg3). EndHep2030 is fiscally sponsored by Rockefeller Philanthropy Advisors and is led by an Oversight Committee comprised of distinguished individuals with experience in viral hepatitis from the fields of public health, clinical medicine, academia, patient advocacy, and philanthropy. Through partnerships with experts working in middle- and low-income countries, EndHep2030 will support signature initiatives that tackle the difficult, yet solvable, problems for reaching viral hepatitis elimination goals, and therefore, prevent deaths associated with severe liver disease, including liver cancer.

EndHep2030’s catalytic funding will speed the elimination of viral hepatitis by incentivizing development of cross-sector, collaborative efforts; by supporting the development of sustainable strategic plans at the national and sub-national level to guide effective program implementation; by showing how countries can optimize their human and financial resources within health budgets; by increasing the availability of country-specific data that inform where and how to intervene most efficiently and effectively; and, by building health system capacity to deliver quality hepatitis prevention and treatment services.

Scope of Work
For this inaugural set of grants, EndHep2030 seeks partners that will address one or both of the following tracks and specific challenges:
Track 1: Use of Data to Inform Planning and Financing

- **Harnessing the power of data to capture the attention of senior leaders and make the data easy to understand for key stakeholders so that they are moved to confront the burden of hepatitis.** For example, there are untapped databases which provide data, modeling tools, and decision analytics to support eliminating hepatitis B and C globally by 2030.

Illustrative activities include, but are not limited to:
  - Producing infographics that show the global and regional burden, testing and treatment gaps, economic impact etc.
  - Creating visualizations that make global trends clear, intuitive, interactive, and dynamic.
  - Providing animations that tell the story of viral hepatitis, both in the world as it is and the world as it should be
  - Engaging effectively with the media for telling the human story of viral hepatitis

- **Working with Ministry of Health and Ministry of Finance officials to develop a strategic approach to financing.** While most countries with a significant burden/prevalence of viral hepatitis have national action plans to address the disease, they are often insufficient in scope and ambition to reach elimination goals due to the perceived insurmountable costs.

Illustrative activities include, but are not limited to:
  - Convoking national and international advocacy groups to encourage the government to commit to elimination
  - Costing a viral hepatitis elimination plan
  - Making the investment case
  - Examining innovative financing mechanisms to meet those costs
  - Showcasing the outcomes of financing strategies to demonstrate to other countries what is possible

Track 2: Developing Programs to Deliver Services

- **Saving lives by promoting maternal, newborn, and child health.** Mother-to-child transmission is the most common form of transmission of HBV in many high-prevalence areas such as East Asia and Africa, and may occur in up to 90% of infants of mothers with chronic HBV, if specific ante-and perinatal interventions are not provided. Birthing facilities are an underutilized channel for delivering comprehensive services for the prevention of hepatitis B virus infection in children, particularly birth dose hepatitis B vaccination. Integrating prevention of mother-to-child transmission of HBV into routine perinatal care promotes maternal, newborn and child health; and strengthens health care delivery systems in general.

Illustrative activities include, but are not limited to:
  - Increasing facility-based delivery
  - Expanding timely birth dose vaccination

- **Identifying approaches for accelerating the testing of populations for hepatitis to identify those persons who have chronic infection and linking them to appropriate care.** Less than one in 10 persons with chronic viral hepatitis know they have it, putting them on the path to liver cancer and spreading the disease to others without care and treatment.

Illustrative activities include, but are not limited to:
  - Providing technical expertise to key decision makers in government to advance their top priorities to test and treat viral hepatitis
Establishing learning collaboratives among major hospitals and the largest community clinics and providing needed tools and trainings for program implementation

Training and developing health care workers to become in-country experts on testing and treating viral hepatitis

Mobilizing the resources needed for successful testing and treatment

Sharing best practices and lessons learned to facilitate scaled-up roll-out across countries

Increasing awareness and communicating patient education, e.g., by engaging civil society and patient support groups

Mobilizing citizens to be screened and treated

Anticipated Funding Availability and Length of Grants

EndHep2030 expects that approximately USD 4.2 million will be available for disbursement through competitive awards. The number and size of the individual awards will vary depending upon the scope of the proposed projects and availability of funds. Applicants may submit only one application per track; among the Track 2 project proposals, preference will be given to projects serving populations in Asia and sub-Saharan Africa.

- For Track 1 project, EndHep2030 anticipates awards will not exceed USD 250,000 and will be limited to an 18-months grant period
- For Track 2 projects, EndHep2030 anticipates awards will not exceed USD 1,000,000 and will be limited to a 24-months grant period

Award payments will be based on approved budgets and milestones, with 5% of the funds held in reserve until approval of the final report. Projects should be designed to be completed within the grant period because EndHep2030 does not expect to provide no-cost extensions.

Deliverables and Reporting Requirements

All project milestones should be achieved within 18-24 months (depending upon the project’s Track), and the impacts should be clearly documented and reported as noted below:

- Project updates (including financial reporting) on progress toward milestones, achievements, challenges and opportunities, and impact will be required every six months
- A final report on achievements, challenges and opportunities, impact, and lessons observed will be due within one month after the project’s conclusion
- To facilitate knowledge sharing, grantees will be expected to disseminate findings through a variety of platforms, including social media, open access publications, publicly accessible data repositories, conferences, learning collaboratives, etc.
- Grantees will also be expected to share information on the longer-term impact of the project after the grant has ended to demonstrate sustainability of the program and to help inform stakeholders and partners (including EndHep2030 donors)

Eligibility Criteria

U.S. and non-U.S.-based organizations must meet the following eligibility criteria:

- Have demonstrated success in carrying out similar or related efforts
- Have strong working relationships with host governments and other partners and/or a clear plan for developing and maintaining such relationships
- Have an annual budget of at least twice the amount of grant funds requested and be in good financial standing*
- Are able to fulfill required due diligence requirements (see description below)
- Are able to launch project activities within 90 days of receiving project funds
If a deficit exists in either of the two previous fiscal years, include a letter signed by the Chief Executive Officer/Director outlining the reason for the deficit and corrective action taken to overcome it.

**Funding Restrictions**
Grant funding cannot be used for payment of memberships, benefits, special events, and other purposes where some portion of the grant would not be deductible according to U.S. tax code. In addition, grants cannot be made to individuals, or to support lobbying activities.

**Application Instructions**
The application process will occur in **two phases**:

**For Phase 1**: All interested, eligible applicants must submit a letter of intent to grants@endhep2030.org that is **received by 6:00 PM GMT on Friday, April 5, 2019**.

The Letter of Intent **must** contain the following information to be eligible for further consideration: [Maximum page length: Two, single-spaced pages using a 12-point font]

- Descriptive title of proposed project
- Summary statement / opening paragraph (limit to 2-3 sentences) Identify which priority or priorities and which track(s) the applicant seeks to address in which country(ies)
- Statement of need: Problem statement; why it is important to address the problem now
- Proposed solution: Project activities, including geographic area/population(s) to be served
- Why should the organization be supported
- Anticipated outcomes
- Budget summary, including whether / what items are part of a larger project cost

**For Phase 2**: On **April 19**, eligible applicants whose letters of intent described compelling projects will be **invited** to submit a full proposal that **must be received by grants@endhep2030.org by 6:00 PM GMT on Friday, May 24, 2019** to be considered for funding.

Each invited full proposal must address the following elements: [Maximum page length: 15 pages, Arial 11-point font excluding citations, the project budget (5 pages maximum), and the required appendices] [See proposal template for more specific details]

- Applicant overview
- Problem to be addressed and relevance of proposed activities
- Project plan and timeline
- Expected impacts (outputs and/or outcomes)
- Catalytic nature of the project
- Previous relevant experience
- Project team
- Partnerships and relationships that will be leveraged during the project
- Project budget
- **Appendices, including endorsements** from previous clients/donors regarding the organization’s prior performance

Note: EndHep2030 cannot support lobbying activities. If the goals of the programs or activities include the passage of legislation and the grantee is a public charity, then the program officer will review the budget to confirm that: the grantee has set aside some non-EndHep2030 funds for lobbying; the projected lobbying expenditures appear to be reasonable in the context of the
project; and EndHep2030’s funding does not exceed the non-lobbying portion of the project. Grantees should report expenses against this budget.

Documentation for Due Diligence
If invited, in addition to providing a project proposal as described above, applicants must also submit the following documents for RPA’s due diligence review:

- Evidence of the legal status of the organization (e.g., organizing documents, articles of incorporation, trust agreements, tax classification)
- A recent tax return and audited financials; or a balance sheet and profit/loss statement
- A list of the organization’s governing board and key leadership
- An annual report or brief description of the organization’s history, goals, mission, recent activities, and future plans
- Evidence of grants made by other U.S. organizations or government agencies to the organization, if any
- Other information or explanations related to the organization: __________________________

Review Process
Members of the EndHep2030 Program and Grants Committee will screen letters of Intent for their compliance with the grant proposal guidance (eligibility, timeliness, formatting, budgeting, and completeness). Applicants who submit a Letter of Intent that presents a clearly articulated, innovative approach for accelerating the elimination of viral hepatitis will be invited to submit a full proposal.

Full proposals will be similarly screened by Program and Grants Committee members before the proposals are distributed for formal review by a grant review panel that will consist of Program and Grants Committee members and external experts.

The following factors will be taken into consideration when the proposals are formally reviewed:

- Respondent’s demonstrated ability
- Nature of the problem being addressed
- Quality of the proposed methodology and work plan
- Expected outcomes and outputs
- Catalytic nature of the project

Proposal Review Criteria
Organizational Capability and Capacity – 25%

- How has the organization demonstrated its ability to address the elimination of viral hepatitis?
- Do the Project Lead and team have the skills to carry out the proposed activities?
- Do they demonstrate the commitment and leadership needed to transition ideas to scale?
- How are partners effectively engaged in the approach?

Technical Merit of the Project Plan – 25%

- Is the project designed to demonstrate proof of concept of the idea?
- Does the plan reflect an understanding of the conditions on the ground?
- Is the project scientifically/technically sound and feasible for the proposed grant funding level and timeline?
- Does the location or condition within which the work will be performed contribute to the probability of success?
- Does the approach and budget represent an efficient use of resources?
Impact – 25%

- What is the importance of the potential impact of the proposed innovation on accelerating the elimination of viral hepatitis (e.g., advancing decision-making by policymakers, expanding access to services, increasing the number of people served/impact per person)?
- Will the proposed project reach the poorest and most marginalized populations in low- or middle-income countries?

Catalytic Nature

Innovation – 15%

- How bold, novel and/or a departure from incremental improvements is the innovation over current approaches?
- How well does the proposed idea integrate scientific/technological, socio-cultural, and/or multi-sectoral innovation?
- Does the proposal have the potential to fundamentally transform how barriers for eliminating viral hepatitis elimination are addressed?

Scale and Sustainability – 10%

- Does the proposal provide a path to, and potential for, impact at scale? (e.g., involvement of partners who can help the innovation to scale, potential to leverage or generate funding to sustain the innovation, and alignment with relevant health priorities/plans.
- Does the proposal describe how the project may be feasibly implemented, sustained and financially supported in the target population/area?
- Does the proposal identify relevant laws, regulations, national/local plans, and interest of relevant institutions and organizations to the development, delivery and uptake of innovations (i.e. local health systems)?

Potential Refinement of Scope and Budget for Selected Projects

Based on feedback obtained during the review panel process, negotiations may occur to refine the scope of work to better align with EndHep2030’s needs and expectations. Consequently, the associated level of effort and budget may be adjusted in line with any adjustments to the scope. Any amendments will be documented in writing and incorporated in the project proposal.

Rights and Assurances

All documents, supporting materials, and communications submitted to EndHep2030 in response to this Call for Proposals may be shared with RPA and/or other funding partners. In addition, the proposals will be shared with technical experts as part of the review panel process. By submitting materials, each applicant grants to EndHep2030 and RPA the right to a worldwide, perpetual, irrevocable, non-exclusive, non-commercial, free-of-charge and royalty-free license to use, reproduce, adapt, modify, improve, develop, translate, publish, disseminate, distribute, communicate, and display in whole or in part, in any form, media, or technology. By providing any submission materials, applicants represent and warrant that they have the right to provide the information submitted and to grant the license of use noted above.

EndHep2030 has the right to cancel, amend, or reissue this Call for Proposals; to disqualify, accept, or reject applicants without an explanation; to make fewer awards or for less funds than noted in this Call; to award different funding amounts, different grant periods, or different conditions than proposed by...
applicants; to alter the eligibility and evaluation criteria prior to the deadline for applications; and to not provide feedback regarding why proposals were (not) selected for funding.

Awardees will assure that all ethical, legal, and regulatory approvals are obtained before any relevant project work is initiated.

Contact Information
Questions and proposals should be submitted by email to grants@endhep2030.org.

Questions received by May 23 will be posted on the EndHep2030 website (www.endhep.2030.org). Questions may also be posed during regional webinars that EndHep2030 will convene, to encourage and inform prospective applicants about this funding opportunity. Information about the webinars will be available on the EndHep2030 website.

Application Schedule

<table>
<thead>
<tr>
<th>Activity</th>
<th>Projected Time-Frame</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call for Proposals announced</td>
<td>March 8</td>
</tr>
<tr>
<td>FAQs posted on the EndHep2030 website</td>
<td>March 11 – May 24</td>
</tr>
<tr>
<td>Webinar conducted for prospective applicants</td>
<td>TBA</td>
</tr>
<tr>
<td>Deadline for submitting letters of intent to EndHep2030</td>
<td>April 5</td>
</tr>
<tr>
<td>Selected applicants receive request to submit full proposal</td>
<td>April 19</td>
</tr>
<tr>
<td>Deadline for submitting full proposals to EndHep2030</td>
<td>May 24</td>
</tr>
<tr>
<td>Proposals reviewed and due diligence conducted</td>
<td>May 25 – July 1</td>
</tr>
<tr>
<td>Awardees notified of selection</td>
<td>July 3</td>
</tr>
<tr>
<td>Project and budget negotiations completed</td>
<td>July 17</td>
</tr>
<tr>
<td>Award announcements finalized</td>
<td>July 19</td>
</tr>
<tr>
<td>Grant awards publicly announced assuming signed grant agreement is in place</td>
<td>July 28</td>
</tr>
</tbody>
</table>
Application to EndHep2030
for Accelerating Action to Eliminate Viral Hepatitis

Note: The application should not exceed 15 single-spaced pages using Arial 11-point font and standard one-inch margins, excluding citations, the project budget (5 pages maximum), and the required appendices.

Section 1: Organization Information

Submission Date:
Project Title:
Legal Name of Organization/Fiscal Agent:
Mailing Address:

Common Name of Organization (if different from above):

Requesting Organization (if different from above):
Mailing Address:

Organization IRS-Issued Employer Identification Number (EIN) (if one exists):

Fiscal Agent’s Annual Operating Budget:
Subsidiary’s Annual Operating Budget (if applicable):

Proposed Project Start Date and End Date:

Total Project Budget:

Total Amount of Funds Requested: USD ________ over ___ months (duration in months)

Does any portion of this work involve lobbying? Yes__ No __    ... advocacy? Yes__ No __

Number of Staff: Full-time___ Part-time ____ Volunteers ___

Proposal Contacts
Project Director
Name:
Title:
Telephone:   Fax:
Section 2: Project Summary

Please respond to questions directly within this form, retaining section headings.

Relevant Experience

What special qualities does the organization have for accelerating the elimination of viral hepatitis? What has been accomplished to date (with an emphasis on recent achievements)? What has been the biggest success achieved? What barriers has the organization encountered as it has worked to eliminate viral hepatitis and what lessons have resulted from these challenges?

[Insert text here]

Purpose Statement

Please provide a one-sentence purpose statement for the proposed project.

[Insert text here]
Project Description

*Please describe the primary purpose, the need or problem that the project is addressing, and what is expected to be achieved by the end of the funding period. What population(s) and/or geographical areas will be served?*

[Insert text here]

Project Plan

*Please describe the strategies to implement the project. How the project will be carried out within the allocated time-frame? How and when will required ethical, legal, and regulatory approvals be obtained before any relevant project work is initiated? What other organizations/partners are involved, if any? How will they contribute to the work? Here and in the budget section below, describe the resources other partners are providing for the project.*

[Insert text here]

Project Staffing

*Provide a list of all people who will work on the project (including full-time, part-time, and volunteers), indicating their roles on the project and titles or other qualifications as they relate to the project.*

[Insert text here]

Project Outcomes

*What are the expected outcomes of this project? (Please be as specific as possible, including health indicators and targets where possible.) List 2-3 expected and measurable outcomes the grant will help achieve, and how they will be measured. What will the proposed work accomplish or produce, and how will the proposed work enable the organization/its partners to make more significant progress toward eliminating viral hepatitis? What essential data will be generated during the project?*

[Insert text here]

Catalytic Nature of the Project

*Briefly describe why the project provides an innovative approach for accelerating the elimination of viral hepatitis. Assuming the project is successful, what would be the next steps for expanding the scope or scale of the project (setting, population, geographic area)? Briefly explain the strategies the organization will use to maintain momentum or sustain the spirit and effectiveness of this work after the grant funding ends.*

[Insert text here]

Section 3: Proposed Budget

In less than 5 pages, provide a detailed project budget using the budget template shown below. Also provide a brief narrative explanation for each major budget category using the outline below. The line-item categories on the template are examples, please create your own line-item categories as appropriate.
Direct Project Costs
Direct Costs are defined as any expense that can be easily identified with a specific project, such as Personnel Expenses, Materials and Supplies, Travel and Consultants. Provide an itemized list of Direct Project Costs.

Personnel Expenses
Provide names, titles, salaries, fringe benefits and percentage of time each staff member will devote to the project; include the rate used to calculate benefits.

Subcontracts or Subgrants
Itemize the names of organizations and individuals to whom subcontracts or subgrants will be awarded, if known. If not known, how will recipients be selected? Provide rates and dollar amounts that will be paid to each entity, for what amount of time, with what products and deliverables.

Indirect Costs
Indirect costs are operational costs that are shared by the entire organization, such as rent, utilities, general supplies, repairs and overall organizational support (e.g., human resources, receptionist and accounting). EndHep2030 will consider supporting an indirect rate of up to 15% for this grant.

Budget Template

<table>
<thead>
<tr>
<th>Budget Categories</th>
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<tbody>
<tr>
<td><strong>Direct Project Costs</strong></td>
</tr>
<tr>
<td><strong>Personnel Expenses</strong></td>
</tr>
<tr>
<td>Salaries (list staff, title, salary, % of time)</td>
</tr>
<tr>
<td>Benefits (list % rate)</td>
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<tr>
<td><strong>SUBTOTAL: Personnel Expenses</strong></td>
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<tr>
<td><strong>Other Direct Expenses</strong></td>
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<tr>
<td>Materials and Supplies</td>
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<tr>
<td>Equipment Rental/Purchase</td>
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<td>Travel</td>
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<tr>
<td>Meetings/Conferences</td>
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<td>Consultants</td>
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<tr>
<td>Evaluation</td>
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<tr>
<td>Communication</td>
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<tr>
<td>Subcontracts or subgrants</td>
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<tr>
<td>Third-Party Grant Management</td>
</tr>
<tr>
<td><strong>SUBTOTAL: Other Direct Expenses</strong></td>
</tr>
<tr>
<td><strong>Indirect Costs (if requested)</strong></td>
</tr>
<tr>
<td>Indirect Expenses (list)</td>
</tr>
<tr>
<td><strong>SUBTOTAL: Indirect Expenses</strong></td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
</tr>
</tbody>
</table>
Section 4: Required Appendices

- Organizational chart
- Brief biological sketches and credentials of key project staff
- Letters of endorsement from key project partners (including host government) and from prior clients/donors
- Evidence of the organization’s legal status (e.g., Organizing documents, articles of incorporation, trust agreements, tax classification, certification from the appropriate authorities, or a written explanation of unofficial charitable status and a description of how the organization’s activities and mission are charitable)
- A recent tax return and/or audited financial statements; or a balance sheet or profit/loss statement, if available
- A list of the organization’s governing board and key leadership
- An annual report or a brief description of the organization’s history, mission, recent activities, and future plans
- Evidence of grants received by the organization from other U.S. organizations or government agencies, if any
- Other information or explanations related to the organization: __________________________

The completed proposal and budget form must be received by grants@endhep2030.org by 6:00 PM GMT on Friday, May 24, 2019 to be considered for funding.