

**Pfizer Independent Grants for Learning & Change  
Request for Proposals (RFP)  
*Pfizer and British Medical Journal –  
Developing Clinical Research and Publication Skills***

**I. Background**

The mission of the British Medical Journal (The BMJ) is to publish rigorous, accessible, and entertaining material that will help doctors and medical students in their daily practice, lifelong learning, and career development. As well as publishing research, BMJ (in collaboration with the University of San Francisco California (USFC)) has developed the “Research to Publication programme” which is part of BMJ's commitment to building medical research capabilities around the world. Research to Publication is a gold standard online programme of self-study courses to enable doctors and healthcare researchers to develop clinical research skills, write the best possible papers, and succeed in getting papers published.

The mission of Pfizer Independent Grants for Learning & Change (IGLC) is to partner with the global healthcare community to improve patient outcomes in areas of mutual interest through support of measurable learning and change strategies. “Independent” means that the projects funded by Pfizer are the full responsibility of the recipient organisation. Pfizer has no influence over any aspect of the projects and only asks for reports about the results and the impact of the projects in order to share them publicly.

The intent of this document is to encourage organisations with a focus in healthcare professional education and/or quality improvement to submit an application for funding to purchase access to Research to Publication for their organisation.

When a RFP is issued, it is posted on the Pfizer IGLC website ([www.pfizer.com/independentgrants](http://www.pfizer.com/independentgrants)) in the Request for Proposals section and is sent via e-mail to all registered users in our grants system. Some RFPs may also be posted on the websites of other relevant organisations, as deemed appropriate, including, in this case, BMJ’s website.

## **II. Eligibility**

<b>Geographic Scope:</b>	□ International (specify country/countries): Low and low-middle income countries according to the World Bank Classification in Europe, Africa and The Middle East.
<b>Applicant Eligibility Criteria:</b>	<p>The following may apply: medical, dental, nursing, allied health, and/or pharmacy professional schools; healthcare institutions (both large and small); academic institutions and other entities with a mission related to healthcare improvement.</p> <p>More information on organizations eligible to apply directly for a grant can be found at <a href="http://www.pfizer.com/files/IGLC_OrganizationEligibility_effJuly2015.pdf">http://www.pfizer.com/files/IGLC_OrganizationEligibility_effJuly2015.pdf</a>, however, please note that for this particular programme, medical education companies and non-academic for-profit institutions are excluded from applying</p>

### III. Requirements

<b>Date RFP Issued:</b>	28 <sup>th</sup> September 2017
<b>Clinical Area:</b>	No specific clinical area
<b>Specific Area of Interest for this RFP:</b>	<p>Research to Publication is a gold standard online programme of self-study courses to enable doctors and healthcare researchers to develop clinical research skills, write the best possible papers, and succeed in getting papers published. For more information on what the programme entails and how your institution may benefit from access, visit <a href="http://rtop.bmj.com">rtop.bmj.com</a>.</p> <p>Pfizer and the BMJ invite academic and healthcare organisations with an interest in conducting clinical research, epidemiological/public health research and/or health services research to apply for provision of access to Research to Publication with the purpose of improving the conduct of, and publication rate for, clinical research in the targeted nations (see “Geographic Scope” section of this RFP). <i>Please note that Research to Publication is not intended to support researchers improve basic science research skills.</i></p> <p>It is expected that all applications will include a needs assessment detailing why access to the programme would benefit the applying organisation, and also an implementation plan detailing how the training will be utilised and disseminated.</p> <p>Whilst applications will be accepted from all countries listed in the Geographic Scope section of this document, priority will be given to applications from organisations based in lower income countries (according to the World Bank Classifications).</p> <p>Priority will further be given to applications from organisations with the most robust implementation plans.</p>
<b>Target Audience:</b>	Medical, dental, nursing, allied health, and/or pharmacy professional schools; healthcare institutions (both large and small); academic institutions; and other organisations with a mission related to healthcare.
<b>Rationale for the Programme:</b>	<p>Currently, only 10 per cent of research is undertaken in the developing world and only around 2 per cent of the 3000 journals listed on Medline are from the developing world. This means that available clinical data which is used to inform treatment decisions is not necessarily reflective of global demographics. Further, much of the research that is conducted in the developing world is actually intended to benefit those in the developed world. Such research may be undertaken in the developing world because the disease prevalence is much higher (with AIDS, for example), ethical constraints are less, and the cost is lower. Research in the developing world can be seen as something of a luxury, and there may be limited training available to support research activity<sup>1</sup>. Access to Research to Publication could help to tackle some of these resource related issues since it serves as a self-study activity to enable the development of clinical research skills and clinical paper authorship.</p> <p>Furthermore, it has been suggested that capacity development for clinical research is held back by a lack of recognition for the skills acquired through involvement in clinical trials and in other varied types of global health research</p>

	<p>studies<sup>2</sup>. Through systematic analysis of existing competency frameworks, it has been proposed that there are five main areas of competencies that are required to contribute to capacity development for clinical research<sup>2</sup>. Of these, five areas, professional skills and scientific thinking are of critical importance. Research to Publication offers the tools to develop professional skills and scientific thinking – ultimately contributing to the development of capacity to conduct quality clinical research.</p> <p>In recognition of the fact that research and publication is of global importance, this programme is open to applications from all of the countries listed in the Geographic Scope section, however, to try to close the gap between research activity and publication rates in the developing world and the developed world, priority will be given to lower income countries. Applications from low-middle income countries are welcomed – in particular, from organisations with local needs that may not be reflective of the country’s World Bank Classification, but in these cases, the local needs and resource issues must be very clearly described to assist the panel in determining which organisations would benefit the most from access to Research to Publication.</p>
<p><b>Expected Approximate Monetary Range of Grant Applications:</b></p>	<p>Individual applications requesting institution access for up to; 50, 100, 150, 200, 250 Research to Publication programme users and then over 250 Research to Publication programme users will be considered.</p> <p>The funding required for provision of access for users’ increases with the number of users included within the application, and as such, it is important that the projected outcomes of the application are appropriately associated with the application number of programme users requested.</p> <p>The total available budget related to this RFP is £50,000, however, please note that no funds will be transferred to the organisations to whom access to Research to Publication is awarded. Access will be purchased on behalf of the successful organisations by Pfizer, and access granted by the BMJ.</p> <p>Pfizer will clearly state in any approval notification, the review panel’s rationale for supporting a given institution’s application and the number of users that shall be granted access at that institution.</p>
<p><b>Key Dates:</b></p>	<p>RFP release date: 28<sup>th</sup> September 2017</p> <p>Application Deadline: 12 noon GMT on 8<sup>th</sup> December 2017 Please note the deadline is midnight Eastern Time (New York, GMT -5).</p> <p>Review of Full Proposals by External Review Panel: End January 2018</p> <p>Anticipated Full Proposal Notification Date: On or before 15<sup>th</sup> February 2018</p> <p>Grants distributed following execution of fully signed Letter of Agreement</p> <p>Period of Performance: 18 months from provision of access to Research to Publication</p>
<p><b>How to Submit:</b></p>	<p>Please go to <a href="http://www.cybergrants.com/pfizer/loi">www.cybergrants.com/pfizer/loi</a> and sign in. First-time users should click “REGISTER NOW”.</p> <p>Select the following Area of Interest: BMJ Research to Publication (AfME and</p>

	<p>EU)</p> <p>Requirements for submission:</p> <p>Complete all required sections of the online application and upload the completed application template (see Appendix).</p> <p>Be advised the system is designed for a two-stage submission process: 1) Letter of Intent and 2) Full Proposal. However, for this RFP, we are not using a Letter of Intent. Instead, the only stage will be submission of the Full Proposal.</p> <p>In the “Required Uploads” section, please follow the table below:</p> <table border="1" data-bbox="500 617 1364 737"> <thead> <tr> <th data-bbox="500 617 711 646">For Field Name:</th> <th data-bbox="711 617 1364 646">Please upload:</th> </tr> </thead> <tbody> <tr> <td data-bbox="500 646 711 676">Letter of Intent</td> <td data-bbox="711 646 1364 676">Full Proposal (see Appendix)</td> </tr> <tr> <td data-bbox="500 676 711 737">LOI Additional Required Uploads</td> <td data-bbox="711 676 1364 737">A document indicating requested amount of users for access to the Research to Publication programme</td> </tr> </tbody> </table> <p>In the “Budget Details” section, please enter \$0 for the ‘Total Budget’ and ‘Total Amount Requested from Pfizer’ fields.</p> <p>If you encounter any technical difficulties with the website, please click the “Need Support?” link at the bottom of the page.</p> <p><b>IMPORTANT:</b> Be advised that applications submitted as the wrong application type and/or submitted after the due date will not be reviewed by the committee.</p>	For Field Name:	Please upload:	Letter of Intent	Full Proposal (see Appendix)	LOI Additional Required Uploads	A document indicating requested amount of users for access to the Research to Publication programme
For Field Name:	Please upload:						
Letter of Intent	Full Proposal (see Appendix)						
LOI Additional Required Uploads	A document indicating requested amount of users for access to the Research to Publication programme						
<p><b>Questions:</b></p>	<p>If you have questions regarding this RFP, please direct them in writing to the Grant Officer, Jo Harbron (<a href="mailto:jo.harbron@pfizer.com">jo.harbron@pfizer.com</a>), with the subject line “Pfizer and The British Medical Journal – Developing Clinical Research and Publication Skills 28-Sep-2017.”</p>						
<p><b>Mechanism by which Applicants will be Notified:</b></p>	<p>All applicants will be notified via email by the dates noted above.</p> <p>Applicants may be asked for additional clarification or to make a summary presentation during the review period.</p>						

References:

1. Smith, R STATISTICS IN MEDICINE. 2002; 21:2869–2877 (DOI: 10.1002/sim.1291)
2. Developing a globally applicable evidence-informed competency framework to support capacity strengthening in clinical research, Amélie Julé, Tamzin Furtado, Liam Boggs, Francois van Loggerenberg, Victoria Ewing, Manhaz Vahedi, Pascal Launois, Trudie Lang. *BMJ Global Health* Mar 2017, 2 (2) e000229; DOI: 10.1136/bmjgh-2016-000229

#### **IV. Terms and Conditions**

1. This request for proposal (RFP) does not commit Pfizer or its partners to award a grant or a grant of any particular size. Pfizer is not responsible for any costs howsoever 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. All proposals must be submitted via the online application portal (the Cybergrants system – see “how to submit” section above) and must meet the requirements set out in the Application Guidance attached as Appendix to these Terms and Conditions. Submissions made via any other route will not be considered. For any queries relating to your submission please contact [jo.harbron@pfizer.com](mailto:jo.harbron@pfizer.com). Applicants should not contact other Pfizer departments in relation to their submission.
4. Consistent with its commitment to openness and transparency, Pfizer reports education grants provided to medical, scientific, and patient organizations in the United States. 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 Approved proposals, as well as all resulting materials (e.g., status updates, outcomes reports, etc.) may be posted on the IGLC website and/or any other Pfizer document or site.
5. Pfizer reserves the right to share with organisations that may be interested in contacting you for further information (e.g., possible collaborations) the title of your proposed project and the name, address, telephone number, and e-mail address of the applicant from the requesting organization. Any personal data will be processed by Pfizer in accordance with its Data Privacy Policy: <http://www.pfizer.com/contact/privacy>].
6. To ensure compliance with applicable local law, Pfizer may publicly disclose the support it provides. Pfizer may disclose in any lawful manner the terms of the letter of agreement, the support or funding that Pfizer is providing under the letter of agreement, and any other related information, to the extent necessary for Pfizer to meet its obligations under those laws, regulations and industry codes that require Pfizer to report payments or other transfers of value to certain healthcare professionals and teaching hospitals (collectively, the “Transparency Laws”). Transparency Laws include, without limitation, section 6002 of the U.S. Affordable Care Act and the EFPIA Code on Disclosure of Transfers of Value. Disclosures may include identifying information for organizations and U.S. physicians, such as name, business address, specialty, National Provider Identifier (NPI), and licensure numbers. Grantee will agree to (and will cause other agents, employees and contractors to) reasonably cooperate with Pfizer in Pfizer’s collection and disclosure of information to fulfil its Transparency Law obligations. Grantee will provide Pfizer with complete and accurate information about payments or other transfers of value reportable under Transparency Laws.

Frequently Asked Questions related to IGLC’s Sunshine Act Reporting Requirements are available on our website ([http://www.pfizer.com/files/IGLCsunshineFAQ\\_updatedJan2016.pdf](http://www.pfizer.com/files/IGLCsunshineFAQ_updatedJan2016.pdf)).

7. No portion of an independent grant may be used for food and/or beverages for learners and/or

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participants in any capacity. Grantee will be required to certify during the reconciliation process and/or the periodic collection of Sunshine reporting that funds were not used for food and/or beverages for learners and/or participants.

8. In the performance of all activities related to an independent grant, the Grantee and all participants must comply with all applicable Global Trade Control Laws. "Global Trade Control Laws" include, but are not limited to, U.S. Export Administration Regulations; the International Traffic in Arms Regulations; EU export controls on dual-use goods and technology; Financial Sanctions Laws and Restrictive Measures imposed within the framework of the CFSP - Treaty on European Union; and the economic sanctions rules and regulations administered by the U.S. Treasury Department's Office of Foreign Assets Control.

## **Appendix: Application guidance**

Applications should be single-spaced using Calibri 12-point font and 1-inch margins.

Note there is a 3-page limit. ***Applications not meeting these standards will not be reviewed.***

*It is helpful to include a header on each page listing the requesting organisation.*

Applications should include the following sections

Main Section (not to exceed 3 pages):

- A. Title
  - 1. Background Information about the applying institution – areas of research interest, publication history (including, if available, current publication acceptance rate), geographical focus for research, areas for improvement etc.
  
- B. Goal and Objectives
  - 1. Briefly state the organisation’s overall goal of receiving access to Research to Publication. Also describe how this goal aligns with the focus of the RFP and the goals of the applicant organisation(s).
  - 2. List the *overall* objectives you plan to meet through the access to Research to Publication both in terms of learning and expected outcomes. Objectives should describe the target population as well as the outcomes you expect to achieve as a result of receiving access to Research to Publication.
  
- C. Assessment of Need for the Project
  - 1. Please include a quantitative baseline data summary, initial metrics (e.g., quality measures), or a project starting point (please cite data on gap analyses or relevant data that informs the stated objectives) in *your* target area (e.g. current publication acceptance rate, average impact factor of journals accepting publications from your institution, data detailing rates of research published in local journals or international journals, data on publication rates in open access versus traditional journals etc.). Describe the source and method used to collect the data. Describe how the data was analysed to determine that a gap in research and/or publication success existed. If a full analysis has not yet been conducted, please include a description of your plan to obtain this information.
  
- D. Target Audience
  - 1. Detail how many users within your organisation that you would like to have access to BMJ Research to Publication programme.
  - 2. Describe the primary audience(s) targeted to receive access to Research to Publication.
  - 3. Also indicate whom you believe will directly benefit from the training, and to whom there may be a secondary benefit



- E. Project Design and Methods
  - 1. Describe how you plan to implement the use of research to publication and the way it addresses the established need.
  - 2. If your methods include dissemination activities, please describe succinctly the how these activities will take place.
- F. Innovation
  - 1. Describe how obtaining access to, and utilising Research to Publication builds upon existing work, pilot projects, or ongoing projects developed either by your institution or other institutions related to improving research and publication rates in your organisation.
- G. Evaluation and Outcomes
  - 1. In terms of the metrics used for the needs assessment, describe how you will determine if the education and practice gap was addressed for the target group. Describe how you expect to collect and analyse the data.
  - 2. Quantify the amount of change expected from access to Research to Publication in terms of your target audience.
  - 3. Describe how the project outcomes will be broadly disseminated.
- H. Anticipated Project Timeline
- I. Additional Information
  - 1. If there is any additional information you feel Pfizer should be aware of concerning the importance of this project, please summarise it in within the page limitations.

Organizational Detail (not to exceed 1 page)

Describe any attributes of the institutions/organisations/associations that will support and facilitate the execution of the project and the leadership of the proposed project. Articulate the specific role of each partner in the proposed project. Where applicable, letters of support from partner organisations should be included with the application.

**Applications should be single-spaced using Calibri 12-point font and 1-inch margins. There is a 3-page limit for the main section and a 1-page limit for organizational detail.** If extensive, references may be included on 1 additional page. **Final submissions should not exceed 5 pages in total** (3 pages for the main section, 1 page for organizational detail, and 1 page for references).

All required sections should be combined in one document (MS Word or Adobe PDF). There is no need to submit the organization detail or references in a document separate from the main section of the application.

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