

**Independent medical educational grants to support innovative educational and quality improvement initiatives in AF and VTE (EQUATE)**

**Improving the Identification and Management of Patients with Atrial Fibrillation (AF) in Order to Reduce Stroke Risk and Venous Thromboembolism (VTE) in Eastern Europe.**

**I. Background**

The mission of Pfizer Independent medical educational grants to support innovative educational and quality improvement initiatives in AF and VTE (EQUATE) 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 a proposal in response to a Request for Proposal (RFP) that is related to education in a specific disease state, therapeutic area, or broader area of educational need.

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.

**II. Eligibility**

<b>Geographic Scope:</b>	<input checked="" type="checkbox"/> International(specify country/countries): Bosnia Herzegovina, Bulgaria, Croatia, Czech Republic, Estonia, Greece, Hungary, Israel, Kazakhstan and Caucasus Region (Armenia, Azerbaijan, Georgia), Latvia, Lithuania, Poland, Romania, Serbia, Slovakia, Slovenia, Russia, Turkey and Ukraine.
<b>Applicant Eligibility Criteria:</b>	<p>The following may apply: medical, nursing, allied health, and/or pharmacy professional schools; healthcare institutions (both large and small); professional associations; government agencies; patient organisations and other entities with a mission related to healthcare improvement.</p> <p>More information on organisations eligible to apply directly for a grant can be found at <a href="http://www.pfizer.com/files/IGLC_OrganisationEligibility_effJuly2015.pdf">http://www.pfizer.com/files/IGLC_OrganisationEligibility_effJuly2015.pdf</a>.</p> <p>Collaborations within institutions (e.g., between departments and/or inter-professional), as well as between different institutions/organisations/associations, are encouraged. Please note all partners must have a relevant role and the requesting organisation must have a key role in the project.</p> <p>For programs offering credit, the requesting organisation must be the accredited grantee.</p>

### III. Requirements

<b>Date RFP Issued:</b>	1 <sup>st</sup> May 2018
<b>Clinical Area:</b>	Atrial fibrillation (AF) and/ or venous thromboembolism (VTE).
<b>Specific Area of Interest for this RFP:</b>	<p>It is our intent to support innovative educational and quality improvement initiatives that focus on improving the identification and management of patients with atrial fibrillation (AF) in order to reduce stroke risk, and/or improving the management of patients with venous thromboembolism (VTE).</p> <p>The following will be considered:</p> <ul style="list-style-type: none"><li>• Applications seeking to close gaps in healthcare professional education and/or</li><li>• Applications seeking to close gaps in patient education and/or</li><li>• Applications seeking to address gaps in clinical practice and/or</li><li>• Applications seeking to address issues or challenges relating to healthcare systems.</li></ul> <p>It is expected that projects will be focused on evidence-based education and/or quality improvement and that the proposed evaluation will follow generally accepted scientific principles. During review the intended outcome of the project is given careful consideration and, if appropriate based on the project goal, projects with the maximum likelihood to directly impact patient care will be given high priority. Projects including an educational element can find more information on principles of learning and behavior change for health professionals at <a href="http://www.pfizer.com/files/HealthProfessionalsLearningandBehaviorChangeAFewPrinciples.pdf">www.pfizer.com/files/HealthProfessionalsLearningandBehaviorChangeAFewPrinciples.pdf</a>.</p> <p>There is a considerable amount of interest in receiving responses from projects that utilise system-based changes. Although educational efforts for providers and patients may be entirely appropriate components of responses to this RFP, projects that include an overt description of service evaluation, pathway implementation, or system changes will be given high priority.</p> <p>The evaluation plan for the projects will also be important as successful projects will be expected to help with onward dissemination of learning.</p> <p>Priority will be given to projects that are patient-centric in nature; those that are highly innovative in approach and/or those that have the potential to significantly expand utilisation of innovative approaches to patient management.</p> <p><i>It is not our intent to support clinical research projects. Projects evaluating the efficacy of therapeutic or diagnostic agents will not be considered.</i> Information on how to submit requests for support of clinical research projects can be found at <a href="http://www.Pfizer.com/iir">www.Pfizer.com/iir</a>.</p> <p>Whilst innovative approaches are encouraged, projects evaluating novel use of untested practices will not be considered.</p> <p><b>It should also be noted that the purchase of equipment is not within the scope of this RFP. If equipment is required, it may be hired for the duration of the project, but not purchased.</b></p>

<b>Target Audience:</b>	Primary care physicians, cardiovascular specialists, haematologists, and other healthcare professionals or decision-makers involved in the care of patients with AF and VTE.
<b>Recommendations and Target Metrics:</b>	<b>Related Guidelines and Recommendations</b> European Heart Rhythm Association Guidelines <sup>1</sup> European Society of Cardiology AF Guidelines <sup>2</sup> European Society of Cardiology PE Guidelines <sup>3</sup> American College of Chest Physician Guidelines <sup>4</sup>
<b>Expected Approximate Monetary Range of Grant Applications:</b>	<p>The total budget for this project is \$200,000. Individual projects requesting up to a total of \$50,000 will be considered.</p> <p>The amount of the grant Pfizer will be prepared to fund for any project will depend upon the external review panel's evaluation of the proposal and costs involved, and will be stated clearly in the response notification.</p>
<b>Key Dates:</b>	<p>RFP release date: 1<sup>st</sup> May 2018</p> <p>Full Proposal Deadline: 31<sup>st</sup> July 2018 (please note the deadline is midnight UK time (GMT))</p> <p>Review of Full Proposals by External Review Panel: August 2018</p> <p>Anticipated Full Proposal Notification Date: On or before 30<sup>th</sup> September 2018</p> <p>Grants distributed following execution of fully signed Letter of Agreement which must be executed no later than 1<sup>st</sup> December 2018.</p> <p>Period of Performance: Two years is the maximum project length. Projects should begin in December 2018 or later.</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: “AF/ 2018 - Central and Eastern Europe”</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="500 758 1365 877"> <thead> <tr> <th>For Field Name:</th> <th>Please upload:</th> </tr> </thead> <tbody> <tr> <td>Letter of Intent</td> <td>Full Proposal (see Appendix)</td> </tr> <tr> <td>LOI Additional Required Uploads</td> <td>Completed budget template which is available at the following link: <a href="https://www.cybergrants.com/pfizer/docs/BudgetTemplate2017.xls">https://www.cybergrants.com/pfizer/docs/BudgetTemplate2017.xls</a></td> </tr> </tbody> </table> <p>If you encounter any technical difficulties with the website, please click the “Need Support?” link at the bottom of the page.</p> <p>Please note that applications must be submitted in English.</p> <p><b>IMPORTANT:</b> Be advised applications submitted through 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	Completed budget template which is available at the following link: <a href="https://www.cybergrants.com/pfizer/docs/BudgetTemplate2017.xls">https://www.cybergrants.com/pfizer/docs/BudgetTemplate2017.xls</a>
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<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 “Central and Eastern Europe – AF/VTE 2018.”</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. Updated European Heart Rhythm Association Practical Guide on the use of non-vitamin K antagonist anticoagulants in patients with non-valvular atrial fibrillation Europace (2015) 17, 1467–1507
2. 2016 ESC Guidelines for the management of atrial fibrillation developed in collaboration with EACTS European Heart Journal 2016 37:2893-2962
3. 2014 ESC Guidelines on the diagnosis and management of acute pulmonary embolism. European Heart Journal (2014) 35, 3033–3080
4. Antithrombotic Therapy for VTE Disease CHEST Guideline and Expert Panel Report. CHEST 2016; 149(2):315-352

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

Please take note every Request for Proposal (RFP) released by Pfizer Independent Grants for Learning & Change (IGLC), as well as a RFP released jointly with a Partner(s), is governed by specific terms and conditions. Click [here](#) to review these terms and conditions.

## **Appendix 1: Full Proposal Submission Guidance**

Proposals must be single-spaced, using Calibri 12-point font and 1-inch margins. Note that the main section (section D, below) of the proposal has a 15-page limit and the organization detail (section F, below) has a 3-page limit. **Please limit the number of attachments uploaded in the system.** There is no reason to submit the organization detail (section F) as a separate document from the main section (section D) of the proposal. All proposals must follow the outline detailed below.

Proposal requirements will include the following sections:

**A. Cover Page** (do not exceed 1 page):

1. **Title:** *Please include the project title and main collaborators.*
2. **Abstract:** *Please include an abstract summary of your proposal including the overall goal, target population, methods and assessment. Please limit this to 250 words.*

**B. Table of Contents** (no page limit)

**C. Main Section of the proposal** (not to exceed 15 pages):

1. **Overall Goal & Objectives:** *Describe the overall goal for this project. Describe how this goal aligns with the focus of the RFP, the goals of the applicant organizations and the proposed project. List the **key** objectives and how they are intended to address the established need for this project.*
2. **Current Assessment of need in target area**
  - a. *Describe the need for this project in your target area. Only include information that impacts your specific project, linking regional or local needs to those identified on the national basis if appropriate. Describe the need for your project in terms of “what is” versus “what should be”.*
  - b. *Please include quantitative baseline data summary, initial metrics (e.g., quality measures), or project starting point (please cite data on gap analyses or relevant patient-level data that describes the problem) in **your** target area. Describe the source and method used to collect the data. Describe how the data was analyzed to determine that a gap existed.*
3. **Target Audience:** *Describe the primary audience(s) targeted for this project.*
  - a. *Describe the level of commitment from the potential participants including your plan for recruitment as necessary.*
  - b. *Demonstrate the scope of your target audience has a potential to impact the goal established in this proposal.*
  - c. *Describe who will directly benefit from the project outcomes. Include in this description whom, beyond the primary target, would potentially benefit from the project in terms of this being a model for others to replicate or expand.*

4. **Project Design and Methods:** Describe your project design and methods.
- a. Include a description of the overall strategy, methodology and analysis linking them to the goal of the project.
  - b. Describe the way the project planned addresses the established need and produces the desired results.
  - c. Indicate how you will determine if the target audience was fully engaged in the project.
  - d. Include a description of the measures you have taken to assure that this project idea is original and does not duplicate other projects or materials already developed.
  - e. If appropriate, show how this project builds upon existing work, pilot projects, or ongoing projects developed either by your institution or other institutions related to this project.
  - f. If your project includes the development of tools note if they be available publically at no cost.
5. **Evaluation Design**
- a. In terms of the metrics used to assess the need for this project, describe how you will determine if the practice gap was addressed for the target group.
    - Identify the sources of data that you anticipate using to make the determination.
    - Describe how you expect to collect and analyze the data.
    - Describe how you will determine if the results evaluated are directly related to the intervention described in this proposal
  - b. Quantify the amount of change expected from this project in terms of your target audience (e.g., a 10% increase over baseline or a decrease in utilization from baseline between 20-40%)
  - c. Describe how you plan for the project outcomes to be broadly disseminated.
6. **Detailed Work Plan and Deliverables Schedule:** Include a narrative (which counts toward the 15-page limit) describing the work plan and outlining how the project will be implemented over the time period. Using a table format (no page limit), list the deliverables and a schedule for completion of each deliverable.

**D. References (no page limit)**

**E. Organizational Detail** (not to exceed 3 pages)

1. **Organizational Capability:** Describe the attributes of the institution(s)/organization(s)/association(s) that will support and facilitate the execution of the project.
2. **Leadership and Staff Capacity:** Include the name of the person(s) responsible for this project (PI/ project lead (PL) and/or project manager). The project manager, whether a current staff member or someone to be hired, is essential to the work outlined in your proposal. Demonstrate the PI/PL and project manager's availability, commitment, and capability to plan, implement, and evaluate the proposed project; describe how the project manager will oversee the project activities, including ensuring that tasks are accomplished as planned.
  - a. List other key staff members proposed on the project (e.g., healthcare provider champion, medical advisor, statisticians, IT lead, etc.), if relevant, including their roles and expertise. Please list out key staff for each institution/organization/association the specific role that they will undertake to meet the goals of this project.
  - b. When listing staff, please include staff first name, last name, professional

*credentials, and Country of Residence.*

- c. *NOTE Regarding Proposed Speakers: Pfizer IGLC shall not provide funding of CME when Pfizer has knowledge at the time of the decision to fund CME that a proposed CME faculty member has conducted a promotional speaking engagement on similar topic(s) on behalf of Pfizer in the past 12 months.*

**F. Detailed Budget** (Refer to/Complete **Budget Template**; no page limit for the Excel file or the narrative):

1. *Upload a detailed budget, using the Excel template provided.*

(Click here for [Budget Template](#);)

*Applicants are expected to customize the budget for their proposal, adding additional details and deliverables as appropriate.*

2. *Provide a written narrative in the budget description field that contains an explanation of each cost element proposed. Budget narratives should include a justification for all personnel, indicating the percentage of time allocated to the project. The budget should demonstrate appropriate and reasonable costs for project expenses.*

3. *Some examples of what awarded funds may **not** be used for are listed below:*

- *Office equipment (e.g., furniture, computers)*
- *Registration and travel costs for professional development meetings or courses not related to this project*
- *Health care subsidies for individuals*
- *Construction or renovation of facilities*
- *Therapeutic agents (prescription or non-prescription)*
- *Food and/or beverages for learners and/or participants in any capacity*
- *Lobbying*

**G. Staff Biosketches** (no page limit):

*Applicants must provide brief biosketches of all individuals listed in section F in an appendix.*

**H. Letter(s) of Commitment** (no page limit):

*Letter(s) must be provided from all organizations listed in section F documenting their support and commitment to the project. Letters should be issued from an institutional authority or*



*authorities and collaborators guaranteeing access, resources and personnel (as the case may be) for proposed project.*

**Proposals should be single-spaced using Calibri 12-point font and 1-inch margins. Please adhere to the page limits listed for each section.** There is no page limit for the reference section. Tables and Figures should be included in the main section of your proposal and do count to the page count. Only sample forms or other full page documents can be included as an appendix. Please consult with the Pfizer IGLC Grant Officer before submitting such additional documents.

All required sections (aside from the budget) 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 full proposal. Budgets should be submitted in a separate excel file.