Request for Application #2021-056 Modification #1

Notice F1: Implementation of the WHO digital documentation of COVID-19 certificates: vaccination status (DDCC:VS) technical specifications

Pursuant [Request for Application #2021-056](#), the purpose of this modification is to:

1. Revise technical application iteration timeline.

Accordingly, the following changes are hereby made:

1. On page 12, Timeframe, Application phase, DELETE first 2 weeks
2. On page 12, Timeframe, Application phase, INSERT first 4 weeks

9.   Application submission process and timeframes

B. Timeframe

As described in 3 A b: Open Application Process, submission of Applications will utilize the Digital Square Open Application Process, which begins with a concept note. Application submission deadlines are detailed below and application materials must be submitted on Digital Square's open application platform.

Step #: Summary	Description	Approximate timeline
	Preparation phase	
Step 1: Solicitation preparation	Digital Square works with the investor(s) to secure funding and refine the scope of work for the solicitation. Once funding amount is determined and the scope of work finalized, Digital Square will finalize the call for applications.	
	Concept note phase	
Step 2: Concept note development and community review	Digital Square issues a call for applications, and applicants upload concept notes to Digital Square's public-facing [open application platform](#). In the first few weeks, as outlined by the solicitation, applicants will submit concept notes. Before the final submission other applicants and/or other stakeholders in the community may provide feedback, comments, and suggestions, as well as identify potential areas for collaboration if the early draft of the concept note is published on the platform. Digital Square encourages an agile approach of development with early publication of draft concept notes to the platform and applicants are encouraged to edit and respond to community feedback, on their concept note, during this time. Following this the final version of the concept note must be submitted and applicants must use the [concept note template](#).	~4 weeks December 1, 2021

Step 3: Digital Square review of concept notes	Following the concept note review, Digital Square (comprised of the technical and operational team representatives) assesses concept notes to ensure alignment with the initiative vision and funding objectives identified in the open application process. Digital Square eliminates concept notes that are not strategically aligned with the above. Digital Square identifies a set of short-listed concept notes based on the open application process criteria and emails applicants who are eligible to advance to the application phase.	~2 weeks December 15, 2021
Application phase		
Step 4: Technical application co-creation, comment period, and application finalization	Using feedback received in the concept note phase, applicants will begin preliminary application development. Applicants must use the technical application template and post an application iteration on the open application platform in the first 4 weeks. Applicants will be able to request interim reviews of their applications. Only one review may be requested from Digital Square, and unlimited reviews from the community are allowed. Using feedback, applicants revise the technical application, develop a budget and budget narrative, and submit these to the Digital Square open application platform. Applicants must use the provided technical application, budget, and budget narrative templates. The budget and budget narrative are not shared publicly on the platform. Commenters see only the high-level summary budget provided in the technical application. At the conclusion of this step, Digital Square will restrict the ability to upload new content to open application platform.	~4 weeks January 12, 2022
Review and investment phase		
Step 5: Peer Review Committee (PRC) review	The PRC reviews applications according to the Prioritization Framework, notice scope of work technical requirements and evaluates applications as green-, amber-, or red-lit per the PRC Membership Policy. Green-lit applications are recommended for funding immediately; amber-lit applications are recommended for future funding or further exploration; red-lit applications do not fully meet the selection standards/criteria. The PRC sees only the high-level summary budget provided in the technical application. Proprietary information including salaries, indirect rates, or other factors are not shared with anyone outside of the investor and Digital Square.	~2 weeks February 2, 2022
Step 6: Digital Square OAP recommendation	Digital Square compiles the evaluation provided by the PRC by clustering the applications according to the Prioritization Framework for Investment Review Committee (IRC) review, and assigning values based on green, amber, or red light scoring. Digital Square creates an investment package recommendation of the highly scored applications, as collated from the PRC reviews and synthesized into a single scoring metric that assigns numerical values to the color associated to the proposals, for the Investment Review Committee based on the funding round objectives, investor priorities, and Digital Square vision.	~1 week February 9, 2022

Step 7: Investment Review Committee (IRC) review	Digital Square presents the applications, high-level budget summary, PRC feedback within the Prioritization Framework, and Digital Square recommendation to the IRC. The IRC evaluates whether to approve the funding packages and reserves the right to modify the recommendation at their discretion. The recommendation is made to the Digital Square board for ratification and final approval.	~2 weeks February 23, 2022
Step 8: Award phase	Digital Square shares the funder decisions as voted on by the Board with applicants. Upon applicant request, PRC and IRC feedback shall be shared with applicant. Funder decisions are contingent on investor approval.	