Order of the Minister for Foreign Trade and Development Cooperation of 26 July 2022, no. 4000005646, laying down administrative rules and a ceiling for grants awarded under the Ministry of Foreign Affairs Grant Regulations 2006 (Product Development Partnerships IV Fund)

The Minister for Foreign Trade and Development Cooperation,

Having regard to article 6 of the Ministry of Foreign Affairs Grants Decree,

Having regard to article 6.2 of the Ministry of Foreign Affairs Grant Regulations 2006;

Orders:

Article 1

The administrative rules appended as an annexe to this Order apply to grants awarded under article 6.2 of the Ministry of Foreign Affairs Grant Regulations 2006 within the framework of the Product Development Partnerships IV Fund, with a view to encouraging the development of products to promote sexual and reproductive health, products to prevent and combat poverty-related diseases and conditions, and products to prevent and combat new and recurring epidemics in low- and middle income countries.

Article 2

A ceiling of €86.3 million applies to Product Development Partnerships IV Fund grants awarded from the date on which this Order enters into force up to and including 31 December 2027.

Article 3

- 1. Grant applications under the Product Development Partnerships IV Fund may be submitted from the date on which this Order enters into force until 16 September 2022, 17:00 CET.
- 2. Grant applications under the Product Development Partnerships IV Fund must be submitted using the application form made available by the Minister and must be accompanied by the documents stipulated in that form.¹

Article 4

The available funds will be allocated in accordance with an assessment based on the criteria set out in the annexe to this Order, on the understanding that, of the applications that meet the criteria, those that meet them best will be given priority.

¹ www.rvo.nl/pdp

This Order enters into force on the first working day after the date of the Government Gazette in which it appears and lapses with effect from 1 January 2028, on the understanding that it continues to apply to grants awarded prior to that date.

This Order and its accompanying annexe will be published in the Government Gazette and on www.government.nl.

K.M. van der Heijden

Director-General for International Cooperation

For the Minister for Foreign Trade and Development Cooperation

ANNEXE

I. Background

Despite the progress that has been made in product development and innovation, poverty-related diseases and conditions, and new and recurring epidemics still result in disproportionately high morbidity and mortality rates in low- and middle-income countries (LICs and MICs), and women and girls continue to face disproportionately high health risks due to a lack of access to sexual and reproductive health services. The COVID-19 pandemic has only increased pressure on access to health services. This undermines inclusive and sustainable global development and the achievement of the Sustainable Development Goals (SDGs) by 2030.

Partly due the lack of purchasing power among the target groups and the absence of financial incentives for commercial initiatives, there is a shortage of effective, safe, accessible and affordable medicines, vaccines, diagnostics and other products to promote sexual and reproductive health, prevent and combat poverty-related diseases and conditions, and prevent and combat new and recurring epidemics in LICs and MICs. In addition, products are often not well adapted to the needs and wishes of the end user.

In the 1990s these challenges fostered the creation of Product Development Partnerships (PDPs). PDPs are public-private partnerships focusing on developing and facilitating access to products in which commercial undertakings are not inclined to invest.

The Ministry of Foreign Affairs has been supporting a range of PDPs financially since 2006. Over the years these PDPs have helped develop and facilitate access to products intended to promote sexual and reproductive health, combat and prevent poverty-related diseases and conditions, and prevent and combat new and recurring epidemics. This is borne out by the external evaluation of PDP III.² However, there remains a need for public investment in innovative products of this kind. The Minister for Foreign Trade and Development Cooperation has therefore decided to again make funding available for PDP activities in this field.

€86.3 million is available for the award of Product Development Partnerships IV Fund (PDP IV) grants from the date on which this Order enters into force up to and including 31 December 2027.

III. Objectives and themes

PDP IV's principal objective is to increase the quantity, effectiveness, safety and affordability of demand-driven medicines, vaccines, diagnostic devices and other products entering the product development cycle and being brought onto the market in countries outside the European Union, targeted at and accessible to in particular women and girls of reproductive age (15-49) in LICs and MICs:

- 1. to promote sexual and reproductive health in LICs and MICs;
- 2. to prevent and combat poverty-related diseases and conditions in LICs and MICs; and
- 3. to prevent and combat new and recurring epidemics in LICs and MICs.

The activities for which grant funding is requested must relate to at least one of the three themes listed above. Applications relating to more than one of these themes will not be awarded a higher score on that account.

 $^{^2\} www.rijks overheid.nl/documenten/rapporten/2021/11/12/1002214-final reportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapporten/2021/11/12/1002214-final reportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pd-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pd-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pd-ii-fund-20152 noverheid.nl/documenten/rapportevaluatio$

Activities must concern the development and/or improvement and accessibility of products of the kind referred to above for markets in countries outside the EU where, despite a high (potential) impact, the market has failed or the risk of market failure is high.³

An approach that employs PDPs, which focus in part on resolving coordination and network failures, can improve coherence and synergy between parties engaged in activities of the kind mentioned above. This boosts the effectiveness of the work done by the partners concerned and supports strategic research. These effects can be characterised as a positive external impact that cannot be achieved by the relevant market actors when working in isolation. The activities of the PDPs cannot be carried out in a cost-covering manner by the market actors concerned, either together or individually.⁴

PDP IV is also intended to contribute to:

- Cooperation on an equal footing between actors from LICs, MICs and high-income countries (HICs) during the development and production of products to promote sexual and reproductive health, products to prevent and combat poverty-related diseases and conditions, and products to prevent and combat new and recurring epidemics in LICs and MICs.
- Strengthened capacity in the LICs and MICs where the target groups are situated for the development and production of products to promote sexual and reproductive health, products to prevent and combat poverty-related diseases and conditions, and products to prevent and combat new and recurring epidemics in LICs and MICs.
- Greater private-sector investment in the development and production, by organisations from the LICs and MICs where the target groups are situated, of products to promote sexual and reproductive health, prevent and combat poverty-related diseases and conditions, and prevent and combat new and recurring epidemics in LICs and MICs.
- Greater investment in and attention for policies to promote Sexual and Reproductive Health and Rights (SRHR), prevent and combat poverty-related diseases and conditions, and prevent and combat new and recurring epidemics in LICs and MICs.
- The fulfilment of the Netherlands' role as a knowledge leader on SRHR, poverty-related diseases and conditions, and new and recurring epidemics.

IV. Definitions

The following definitions are used in this annexe.

- 1. Applicant: the PDP that applies for the grant and keeps accounting records of all eligible costs. If the application is approved, the applicant is the grant recipient and, as such, bears full responsibility towards the Minister for implementation of the grant-funded activities and compliance with the obligations in respect of the grant.
- 2. Minister: the Minister for Foreign Trade and Development Cooperation.
- 3. Non-governmental organisation (NGO): a not-for-profit organisation not connected to a government organisation either de facto or under its constitution, which serves a public interest and possesses legal personality under civil law in the country where it has its registered office, and which either was not established by a government organisation or has become fully autonomous from the government organisation that established it; the organisation must also be registered accordingly.

³ A lack of purchasing power among the target group and the absence of financial incentives for private sector investment, resulting in a demonstrable need for public investment.

 $^{^4\} www.rijks overheid.nl/documenten/rapporten/2021/11/12/1002214-final reportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapporten/2021/11/12/1002214-final reportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-201522 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-iii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pdp-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pd-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pd-ii-fund-20152 noverheid.nl/documenten/rapportevaluation-pd-ii-fund-20152 noverheid.nl/do$

- 4. Government: the totality of central and local government organisations (central government, provinces, municipalities, or local variants thereof); and semi-government organisations (organisations that carry out statutory tasks or serve the public interest and are entirely publicly funded).
- 5. Partner: an organisation that works with the applicant, for which it may receive a contribution from the applicant. Any such contribution is administered by the applicant (internal costs).

V. Scope

V.1 Geographical focus and target group

The products should be suitable for use specifically in LICs and MICs⁵ and especially targeted at and accessible to women and girls of reproductive age (15-49) in LICs and MICs.

V.2 Product development cycle

PDP IV is not limited to support for specific stages of the product development cycle. Activities must be focused on developing and/or improving and fostering the accessibility of products that are usable in practice and tailored to the needs and wishes of the end users in LICs and MICs. PDP IV is emphatically not intended for pure scientific research.

V.3 Eligible activities

Activities that contribute to the objectives set out in section III and focus on the areas specified under V.1 and V.2 may be eligible for PDP IV grant funding. These activities include:

- Conducting clinical research to improve existing products and develop new ones.
- Process management, the forging of alliances, and the strengthening of cross-sectoral networks at every stage of the product development cycle, from discovery to clinical research and accessibility initiatives. Third parties may be contracted as service providers.
- Mutual capacity strengthening⁶ for the purpose of the development and production of products in the LICs and MICs where the target groups are situated.
- Advocacy aimed at the development, affordability and accessibility of suitable products to promote sexual and reproductive health, products to prevent and combat poverty-related diseases and conditions, and products to prevent and combat new and recurring epidemics in LICs and MICs, especially for women and girls of reproductive age (15-49).

V.4 Eligible costs

Grants will be awarded solely to cover the necessary costs of activities intended to achieve the PDP IV objectives stated in section III, within the scope referred to in section V, to the extent that it cannot reasonably be expected that such costs can be fun**ded from the applicant's own resources or other** sources.⁷

The following costs, in so far as they are necessary to carry out the eligible activities and are actually incurred in the implementation period, are eligible:

⁵ Countries on the DAC List of ODA Recipients for reporting 2022 and 2023 flows - Nov 2021.xlsx (oecd.org).

⁶ A learning process in which the applicant and partners come together to share and develop their expertise and knowledge.

⁷ Article 14 of the Ministry of Foreign Affairs Grants Decree.

- Internal costs, including staff costs in accordance with the hourly rates stated in the budget. In connection with the efficient expenditure of grant funding, the applicant must demonstrate that the level of remuneration for management and directors is responsible.
- The costs of equipment and costs for the use of materials and tools, if these can be specified separately in the accounts.
- External costs: costs payable to third parties other than partners and incurred directly for the eligible activities, for example the cost of contracting out the implementation of part of the eligible activities, and the cost of the goods and services supplied for the implementation of the eligible activities.

The following costs are in any event not eligible:

- the cost of applying for the grant;
- any costs incurred before the application is submitted;
- financing costs and interest payments;
- sales tax such as VAT, unless it can be shown that an exemption cannot be obtained and/or that there is no right to deduct the tax paid;
- costs resulting from inflation and exchange rate fluctuations.

VI. Allocation of funds

The General Administrative Law Act, the Ministry of Foreign Affairs (Grants) Framework Act, the Ministry of Foreign Affairs Grants Decree and the Ministry of Foreign Affairs Grant Regulations 2006 are fully applicable to the assessment of applications and the subsequent award of PDP IV grants. The administrative rules set out in this annexe also apply.

Eligibility for a grant depends in the first instance on compliance with the threshold criteria in sections VII and VIII. If an application does not meet all of the threshold criteria, it will be rejected.

An application that meets all the threshold criteria will then be assessed on the basis of the assessment criteria set out in sections IX and X. An application's average score on the assessment criteria must, at a minimum, be satisfactory in order to be eligible for a grant. The available funds will be allocated among the applications that meet the criteria to a sufficient extent.

If the available funds are insufficient to award grants to all applications assessed as being satisfactory, funds will be allocated to them according to their ranking on the basis of the criteria specified in these administrative rules. The applications that best meet the criteria will be given priority in the award of grants, in accordance with article 8, paragraph 3 (d) of the Ministry of Foreign Affairs Grants Decree. An attempt will be made to distribute the available funds, viewed as a whole, evenly over the three themes described in section III.

Given that the minimum grant award per application will be €14 million, no further grants will be awarded if less than €14 million of the available funds remains unallocated.

VII. Threshold criteria concerning the applicant

1. The applicant is a non-profit organisation with legal personality that carries out its activities in a partnership involving public⁸ and private⁹ partners and whose objective is to pool knowledge and

⁸ These could be government or semi-government organisations (including research organisations).

⁹ These could be either for-profit organisations or non-profit organisations such as funds (including research organisations).

expertise in order to work efficiently and effectively on the development and/or improvement and accessibility of effective, safe, affordable and demand-driven products to promote sexual and reproductive health and/or products to prevent and combat poverty-related diseases and conditions¹⁰ and/or products to prevent and combat new and recurring epidemics that primarily affect people in financially vulnerable situations in LICs and MICs, that are not being developed commercially due to market failure.

- 2. The applicant is financed by more than one donor. Donors can be drawn from different sectors, such as the public or private sector¹¹ and NGOs.
- 3. The applicant must demonstrate that at least 25% of its total annual income in the period from 1 January 2019 to 31 December 2021 inclusive, came from sources other than direct grants and/or contributions from the Ministry of Foreign Affairs. Funds which are directly or indirectly obtained from the budget of the Ministry of Foreign Affairs (for example, a grant or contribution from a Dutch embassy) do not count when determining the extent of the applicant's own income, but do count towards its total annual income.
- 4. The applicant is capable of proper financial management and its expertise can ensure effective and efficient implementation of activities like those for which grant funding is requested.
- 5. The applicant has an access strategy or policy that at a minimum covers intellectual property, product registration, distribution and pricing, in order to ensure that the (final) products are affordable¹² and accessible to the target group(s) in LICs and MICs.
- 6. The applicant has adopted an integrity policy and put in place procedures to implement it. This integrity policy and these procedures are intended to prevent as much as possible any sexual misconduct and other serious forms of inappropriate behaviour towards employees and other individuals during the implementation of the proposed activities by the applicant and any other parties they involve in the activities, and in the event of such incidents, to investigate and take appropriate measures to put an end as promptly as possible to the misconduct or inappropriate behaviour and mitigate the consequences. These procedures must be structured in a way that guarantees prompt reporting of any such incidents to the Minister.

VIII. Threshold criteria concerning the application

- 1. The application focuses on PDP IV's principal objective and at least one of the three themes described in section III.
- 2. The activities for which grant funding is requested are aligned with the geographical focus and cover the stages of the product development cycle envisaged by PDP IV and target the group described in section V
- 3. The applicant must demonstrate that the market has failed or the risk of market failure is high, resulting in a need for public financing.
- 4. The application concerns activities that run from 1 December 2022 to 1 December 2027.
- 5. The total grant requested for the five-year period covered by the application is at least €14 million and no more than €21 million.
- 6. No previous grant derived from the Ministry of Foreign Affairs' budget has been awarded for the activities for which grant funding is requested.
- 7. Under article 9 of the Ministry of Foreign Affairs Grants Decree, a grant will be refused if the application is submitted after the activities have started. 13

¹⁰ HIV/AIDS, tuberculosis (TB), malaria and neglected tropical diseases. See: https://www.who.int/health-topics/neglected-tropical-diseases#tab=tab_1

¹¹ These could be either for-profit organisations, or non-profit organisations such as funds.

¹² Keeping the ultimate costs for the end user as low as possible.

8. If the grant is requested for an ongoing product development cycle or for a product development cycle (or part thereof) for which a grant has previously been awarded, the activities for which a PDP IV grant is requested must concern a clearly delimited part of the product development cycle that can be clearly distinguished by its nature or timing from the part of the product development cycle that has already been started or has already received grant funding.

IX. Assessment criteria relating to the applicant

- 1. The extent to which the activities for which grant funding is requested align with the applicant's current (when the application is submitted) core activities and strategy.
- 2. The extent to which the applicant is a leading player, either in its own right or by virtue of the partners it works with, in the field in which it operates.
- 3. The extent to which the applicant works to reduce donor dependency in the development of products to promote sexual and reproductive health and/or products to prevent and combat poverty-related diseases and conditions and/or products to prevent and combat new and recurring epidemics in LICs and MICs.
- 4. The extent to which the applicant, within its total portfolio, focuses on the needs and wishes of its target group(s) in LICs and MICs.
- 5. The extent to which the applicant, within its total portfolio, works to promote the affordability and accessibility of the (final) products for its target group(s) in LICs and MICs.
- 6. The extent to which the applicant plays an active role in catalysing investment and policy with regard to the development and production of products in the LICs and MICs where the target groups are situated, by public and private organisations from LICs, MICs and HICs, to promote sexual and reproductive health and/or prevent and combat poverty-related diseases and conditions and/or prevent and combat new and recurring epidemics in LICs and MICs.
- 7. The extent to which the applicant works to bring about mutual capacity strengthening for the purpose of the development and production of products as referred to in criterion IX.3 in the LICs and MICs where the target groups are situated.
- 8. The extent to which the applicant guarantees cooperation on an equal footing¹⁴ between and with organisations from LICs, MICs and HICs that work with the applicant.
- 9. The extent to which the applicant adheres to professional management and governance principles.
- 10. The extent to which the applicant conducts adequate operational and portfolio management focused on results.
- 11. The extent to which the applicant maintains diversified product portfolios.
- 12. The extent to which the applicant has satisfactory risk management in place, effectively identifying the possible risks of cooperation with various organisations (satisfactory risk analysis), including satisfactory monitoring and mitigation of those risks.¹⁵

¹³ It should be noted that any activities that take place before the application is submitted in preparation for the activities for which a grant is requested will not in themselves result in rejection of the application. However, if the application is approved, the costs of those preparatory activities will not be eligible for grant funding.

¹⁴ An equal say and equal influence during decision-making processes concerning, among other things: roles and responsibilities, the respective parties' rights and obligations, budget allocation, and the design and implementation of activities.

¹⁵ This analysis should at any rate examine the success and risk factors or the applicant's strengths and weaknesses with regard to the implementation of the activities and should propose mitigating measures.

X. Assessment criteria relating to the application

- 1. The extent to which the Netherlands' public investment (the grant requested) adds value, at the envisaged stage(s) of the product development cycle.
- 2. The extent to which the products that are the focus of the application (will) correspond to the needs and wishes of in particular women and girls of reproductive age (15-49) in LICs and MICs, including women and girls in the most vulnerable situations. ¹⁶
- 3. The extent to which all relevant activities for which grant funding is requested are dedicated to promoting the affordability and accessibility of the products that are the focus of the application, in particular for women and girls of reproductive age (15-49) in LICs and MICs, including women and girls in the most vulnerable circumstances.
- 4. The extent to which the activities for which grant funding is requested help catalyse investment and policy with regard to the development and production of products in the LICs and MICs where the target groups are situated, by public and private organisations from LICs, MICs and HICs, to promote sexual and reproductive health and/or prevent and combat poverty-related diseases and conditions and/or prevent and combat new and recurring epidemics in LICs and MICs.
- 5. The extent to which clear agreements have been made with the partners that will cooperate with the PDP on the implementation of the activities, the allocation of roles and tasks, the results to be achieved, and the sharing of resources and knowledge, with a view to promoting the affordability and accessibility of the products that are the focus of the application.
- 6. The extent to which the activities for which grant funding is requested help to bring about mutual capacity strengthening for the purpose of the development and production of products as referred to in criterion IX.3 in the LICs and MICs where the target groups are situated.
- 7. The extent to which the activities for which grant funding is requested help to bring about cooperation on an equal footing between and with organisations from LICs, MICs and HICs that work with the applicant.
- 8. The extent to which (a) the products that are the focus of the application are/will be usable in practice and (b) the application provides satisfactory insight into potential obstacles and how they will be dealt with
- 9. The extent to which the activities for which grant funding is requested contribute to gender equality.
- 10. The extent to which the activities for which grant funding is requested help to reduce health disparities.
- 11. The extent to which the application exhibits a clear internal logic and consistency with regard to objectives, results, activities, resources and value for money.¹⁷
- 12. The extent to which the intended results as defined by the applicant are Specific, Measurable, Achievable, Realistic and Time-related (SMART).
- 13. The extent to which a satisfactory system is in place for Planning, Monitoring, Evaluation and Learning (PMEL) for the activities for which grant funding is requested.
- 14. The extent to which satisfactory risk management is in place with regard to the risks of the activities for which grant funding is requested, effectively identifying the possible risks associated with the activities (satisfactory risk analysis), including satisfactory monitoring and mitigation of those risks.
- 15. The extent to which measures are in place to ensure that the activities for which grant funding is requested comply with international quality standards, especially in relation to clinical studies, ethical aspects and publication requirements.

¹⁶ This is demonstrated by means of a clear problem/needs, context and gender analysis and a description of activities geared to accessibility and community engagement.

¹⁷ Value for money is measured against the following criteria: economy, efficiency, effectiveness and equity.

XI. Application procedure

Applications should not exceed 20 pages (in Verdana 9 with single line spacing), excluding annexes.

The application must be written in English and submitted using the stipulated application form (including its table of contents). It must include the appendices listed in section XIII below.

The application should follow the order and numbering given below, including sections and page numbers.

- I. General information about the applicant
- II. Threshold criteria concerning the applicant
- III. Threshold criteria concerning the application
- IV. Assessment criteria relating to the applicant
- V. Assessment criteria relating to the application
- VI. Applicant's signature
- VII. Compulsory appendices (see section XIII)

Applicants should use the budget calculation tool, which can be downloaded from http://english.rvo.nl/pdp.

Applications should be complete and without reservations, signed by an officially authorised signatory (state name and position) on behalf of the applicant.

They should be submitted by email (maximum size 10 MB per email¹⁸) with the subject line 'PDP IV grant application', no later than 17.00 CET on 16 September 2022, to the Netherlands Enterprise Agency (RVO): PDP@rvo.nl.

Applications submitted after the deadline will not be processed. The applicant bears sole responsibility for ensuring that the application is complete and submitted on time.

It is not possible to submit a provisional application.

The applicant must declare that it is aware of and complies with the OECD Guidelines for Multinational Enterprises on responsible business conduct and the ILO Declaration on Fundamental Principles and Rights at Work. The applicant must also declare that it is aware of the exclusion list¹⁹ of the FMO, the Dutch development bank, and will not engage in any activities on that list.

With regard to the application procedure, particular attention is drawn to article 7, paragraph 3 of the Ministry of Foreign Affairs Grants Decree. If an incomplete application is submitted, the Minister may request a supplement. In this case, the date of receipt of the application will be deemed to be the date on which the application was supplemented. If the application is submitted less than two weeks before the deadline, the applicant runs the risk that, if it is incomplete, the Minister will not use her discretionary powers to request a supplement, because it cannot be submitted before the deadline. In this case, no supplement will be requested and the application will be assessed as it stands.

When filling in the form, it is not sufficient to refer for the sake of brevity to other parts of the application, websites or annexes, unless the application form states that this is wholly or partly acceptable. Incomplete applications may be rejected.

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¹⁸ More than one email may be sent for each application.

¹⁹ https://www.fmo-im.nl/en/exclusion-list.

The Minister will apply the time limit for decisions on applications provided for in article 30 of the Ministry of Foreign Affairs Grants Decree, the time limit being measured from the day following the deadline for submitting PDP IV applications.

The support to be provided will take the form of an activities grant. The grant period is subject to a maximum of five years. The grant may not be used to fund activities other than those specified in the application and for which the grant is awarded.

For more information please contact RVO: PDP@rvo.nl.

XII. Implementing organisation

The Minister has mandated RVO, an agency of the Ministry of Economic Affairs and Climate Policy, to implement the administrative rules set out in this annexe on her behalf.

XIII. Compulsory appendices

The following appendices must be included with the application:

- 1. The applicant's annual reports and financial statements for 2019 to 2021 inclusive.
- 2. Audit opinions on the applicant's financial statements (or draft financial statements if applicable) and the auditor's management letters for 2019, 2020 and 2021.
- 3. A completed Organisational Risk and Integrity Assessment (ORIA) form.
- 4. An activity plan with a budget detailing what results the applicant aims to achieve and how, including the activities the applicant and its partners will carry out during the first 12 months of the period in which the activities are to be carried out. There is no need to describe at length activities that will be carried out at operational level.
- A multiannual plan with an overview of activities, objectives, results and expected effects covering the period to which the application relates. The period already addressed by the activity plan should be excluded.
- 6. A multiannual financial budget for the period to which the application relates. The period already addressed by the budget attached to the activity plan should be excluded. The budget should be broken down by cost type.

XIV. Obligations attached to the award of grants

A number of obligations are attached to the award of PDP IV grants. Besides notification and reporting requirements they will include the following at a minimum:

- If certain activities are carried out by one or more third parties that are not partners, these third parties must be contracted on the basis of transparent criteria and arm's length fees.
- The grant must be used solely for non-economic activities. In this regard the PDP must be used chiefly to perform independent research, development and innovation activities as referred to in section 2.1.1, point 19 of the Framework for State aid for research and development and innovation.²⁰
- Research or other results that do not give rise to intellectual property rights must be accessible to all without distinction, may not confer an advantage on any individual organisations, and must be made

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²⁰ OJ 2014/C 198/01

publicly available free of charge. If research or other results do give rise to intellectual property rights, they must be employed to promote the affordability and accessibility of the products that are the focus of the application, in particular for the benefit of the target group described in section V.

- Any financial gains resulting from the grant-funded activities must be used to meet the costs of those activities.
- If the PDP carries out economic activities as well as non-economic activities, the finances and accounts of the economic activities must be kept separate from those of the grant-funded activities. This means that the costs, financing and income of the two different types of activities must be clearly distinguished in the accounting records.

The applicant must cooperate with communications concerning the results of the activities once the results are public, and cooperate in any evaluation or monitoring focused on the application of the administrative rules and their effects.

The accountability requirements in the grant decision will be coordinated with donors within the PDP Funders Group with a view to harmonisation with other donors.

XV. Administrative burden

A test based on a standard cost model has been carried out in the interest of accountability for the administrative burden that the applicant will face, from drafting and submitting the application to the management phase, the determining of the definitive grant amount, and any objection and review procedures. The calculation shows that the administrative burden expressed as a percentage of the total available grant budget is 0.9%.