Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Federal Department of Home Affairs FDHA
Federal Office of Public Health FOPH

Federal Funding Programme for COVID-19 Medicines: Checklist Information and Documents

Note:

Submission:	Only applications submitted on the call website «www.innosuisse.ch/covid-19-medicines» via PrivaSphere will be considered. This checklist serves only as assistance tool for applicants (submission of checklist is not required).
Language:	Please submit the required information and documents in English if possible. However, you can also submit your application in German, French or Italian.
Format:	Only acceptable document formats are those of Microsoft Office applications and PDF. Please consolidate single documents into one document per ID of mandatory / facultative documents (e.g. submit one document for your business plan 2021-2023).

Applicants are required to submit the following **information** in PrivaSphere:

- ☐ Email (project leader)
- ☐ *Optional: Subject (e.g. Application for the Federal Funding Programme for COVID-19 Medicines)*
- ☐ First Name / Last Name (project leader)
- ☐ Organization (project leader)
- ☐ Address (project leader)
- ☐ Phone number
- ☐ *Optional: Communications (comments of formal nature only; will not be considered for evaluation)*

Applicants are required to submit the following **mandatory documents**:

ID	Mandatory documents	Label
1.	Completed «Questionnaire» (available on the call website)	1_Questionnaire_*LastName*
2.	Clinical development plan (see section 2 of the «Questionnaire»)	2_CDP_*LastName*
3.	Completed and signed «Self-declaration» form (available on the call website)	3_Self-declaration_*LastName*
4.	Documentation of non-successful private funding initiatives[1] (see section 4 of the «Questionnaire»)	4_OtherFunding_*LastName*
5.	Documents proving the preclinical/clinical effect / proof of concept of the active substance (at least one of the following documents must be provided): Pre-print publication, peer-reviewed publication and/or scientific advice from regulatory authorities (see section 5 of the «Questionnaire»)	5_POC_*LastName*
6.	Business plan 2021–2023 (see section 6 of the «Questionnaire»)	6_BusinessPlan_*LastName*
6.1.	Only for applicants being research institutions or hospitals: Contract or letter-of-intent describing the collaboration with your industry partner (see section 6 of the «Questionnaire»)	6-1_LOI_*LastName*
7.	Financial plan 2021–2023 (see section 7 of the «Questionnaire»)	7_FinancialPlan_*LastName*

[1] Projects may only be funded by the government if they cannot be funded by private funding, or if government funding is otherwise justified (subsidiarity and necessity principles need to be fulfilled).

Applicants are invited to submit the following **facultative documents**:

ID	Facultative documents	Label
5.1.	Manufacturing agreements for investigational medicinal product (IMP) and marketable product (see section 5 of the «Questionaire»)	5-1_ManufactureAgreement_*LastName*
5.2.	Documents explaining the situation regarding intellectual property rights (see section 5 of the «Questionnaire»)	5-2_IPR_*LastName*
5.3.	Additional documents demonstrating the preclinical/clinical effect / proof of concept of the active substance such as slide kits (see section 5 of the «Questionnaire»)	5-3_AdditionalPOC_*LastName*
6.2.	Contracts with third parties (CDMO, CRO, etc.) providing key capabilities (see section 6 of the «Questionnaire»)	6-2_ThirdPartyContracts_*LastName*