

**The Elle Foundation
Request for Proposal
TEF No. 0915**



Background:

The Elle Foundation is a non-profit organization that raises money for research, treatment and awareness of Congenital Heart Defects.

The Elle Foundation is requesting proposals from hospitals in the United States that are interested in establishing or expanding a home monitoring program for infants with heart defects that require multiple surgeries in order to repair the heart.

Research has shown a significant decrease in mortality rates of infants between surgeries when they are closely monitored at home through daily weight checks and oxygen saturation levels.

In an effort to reduce infant mortality from complications during the interstage timeframe, the Elle Foundation will award up to \$30,000 in total to one or more hospitals in the United States that perform surgeries for infants with single ventricle anatomy and/or Tetralogy of Fallot.

Qualifications for Submission:

In order to be considered, the requestor must:

1. Be a hospital in the United States that performs surgeries on single ventricle heart defects and/or Tetralogy of Fallot in infants.
2. Demonstrate a financial need to either continue or expand a current home monitoring program or establish a first-time home monitoring program.

Proposal Content Requirements:

Please include the following information in your proposal. Failure to do so may result in the disqualification of your proposal.

1. Cover Letter: Please provide a cover letter with contact information (including name, title, phone, mailing address, and email) and signature.
2. Section 1 – Background: A brief description of your children’s heart program. Please include the approximate number of single ventricle/Tetralogy of Fallot surgeries you complete each year.
3. Section 2 – Home Monitoring Process:
 - a. If you currently provide a home monitoring program, please discuss how your process works, the impact it has had to date for children and caregivers and demonstrate your need for further funding to either continue and/or expand your current program.

- b. If you have not yet established a home monitoring program, please provide a description of your proposed home monitoring program and demonstrate your need for funding. Please also include a timeline for establishing the program upon receipt of funding.
4. Section 3 - Home Monitoring Funding: Please provide the amount of funding you are requesting (up to \$30,000) and in detail describe how the money would help you set up your home monitoring program (the number of scales and pulse oximeters you would purchase, other items that would need to be purchased to fund the program and the number of children you estimate this would help, etc.)
5. Section 4 – Additional Information: You may include additional information that you believe may aid in our decision to award funding to your hospital.

Evaluation Criteria:

The proposals will be evaluated on the following criteria:

1. Background information on the children’s heart program at your hospital. (10%)
2. Demonstration of need for funding for home monitoring. (15%)
3. Describe how the requested funding will be used. (25%)
4. Describe the home monitoring process and why you believe this process will be successful. (25%)
5. Demonstration of commitment to a successful home monitoring program. (25%)

Questions and Submission Requirements:

Questions in regards to this proposal may be submitted to Krista Arnold at: krista@theellefoundation.org. Questions are due no later than October 16, 2015. Proposals are due no later than October 30, 2015 at 3:00pm Eastern time.

Proposals should be submitted in Word or PDF format to: krista@theellefoundation.org. Please use at least 10 point font and limit the proposal to no more than five single sided pages, excluding the cover letter.

Additional Information:

The Elle Foundation is in no way responsible for the costs incurred from the submission of any proposals. One or more awards will be made if at least one proposal is received from a qualified hospital that submits a proposal in accordance with the minimum requirements set forth in this RFP. If multiple proposals are received, the Elle Foundation will make an award to the hospital that is ranked the highest in accordance with the evaluation criteria set forth in this RFP.

For additional information on the Elle Foundation, please visit www.theellefoundation.org.