RESPONSE   
to CALL for TWINNINGS

Annex 2 - Technical Section

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**INSTRUCTIONS**

The structure of this template should be followed when preparing your proposal. It has been designed to ensure that the important aspects of your planned work are presented in a way that will allow effective assessment against the evaluation criteria. Sections 1, 2 and 3 each correspond to an evaluation criterion for a full proposal.

**There is a page limit of total maximum 8 pages for Section 1 🡪 3 (i.e. Table of contents, Executive summary does not count towards the Page limit). Applicants are encouraged to keep descriptions precise and to the point.**

**Any information exceeding this limit will not be considered in the evaluation.**

**Font to be used is “Poppins” no smaller than 10 points, single-line spaced and with all the margins set at least at 1.5 cm. The page size shall be A4.**

**Tender language is English.**

**Save the document as PDF before submitting.**

**[REMOVE THIS PAGE BEFORE SUBMITTING]**

# Executive summary

[Please provide a summary of the technical section to serve as an abstract

(**max. 2,000 characters).**

**REMOVE THIS CAPTION FROM PROPOSAL]**

# Excellence of the proposed twinning

## Detailed description of the twinning

Please describe in a few sentences what your twinning is about, provide some background (development history, prior usage, impacts and results, cost and benefits etc.)

If possible, include links to articles, websites, news or similar evidence.

## Scope and scale of the twinning

Indicate topic and scope of your Twinning, refer to Request for Twinnings, table in section Expected topics to be covered by Twinnings.

Describe in detail the overall concept and methodology used in the twinning.

Describe excellence and applicable experience of the partners.

Describe the scale of the twinning with appropriate metrics such as size of population affected, geographical distribution, number of regions, number of organisations, etc.

## The adopter’s perspective

Please describe the motivation of the partner(s) for collaborating in this twinning. Describe the problem/shortcoming/challenge/ unmet need identified that the twinning will address.

Describe how the twinning relates to your health&care objectives and strategies.

# Impact of the proposed twinning

## Benefits for the adopter

Please describe the expected outcomes and/or benefits for Twinnings partners and ideally for the partner’s health and care systems resulting from the twinning action.

## Benefits for citizens

Describe the expected outcomes and/or benefits for citizens/patients and carers as a result of the twinning action.

## Feasibility of dissemination and scaling up

Please clearly describe the plan for how full take-up will be achieved after the completion of the twinning and give an approximate timeframe. Clearly describe the plan for dissemination of lessons learned, results and outcomes to facilitate the partner’s adoption and take-up of the twinning. Describe and quantify the regions and/or organisations that will be considered for take-up, and quantify the population and staff that will be served or otherwise involved.

## Sustainability

Please explain the proposed approach to ensure that the learning experiences, outputs and outcomes of the twinning are fed into the practices of the partner’s region(s) in the future.

# Implementation of the proposed twinning

## Work plan – overall approach and structure

Please describe the approach chosen and the work packages, tasks and milestones required to carry out the twinning. Depending on the complexity, more than one work package may be required. Make sure that the outcome of each task is clear. Make sure that the responsibility for each work package and outcome is clear from the description.

Provide a clear description of the distribution of twinning staff and twinning costs and among the tasks and work packages required to complete the twinning.

Provide a GANTT chart or similar schedule information for all tasks.

## Management and risk mitigation

Describe the structure and processes to be put in place to manage the twinning, including decision processes and conflict resolution, project communication, progress monitoring, quality assurance, management of resources.