



## Renewing support through the Gavi country portal

<https://portal.Gavi.org>

### *NVS Renewal Guide*

**A step-by-step guide to help you submit your renewal and extension request for NVS**

This section of the country portal allows entry and submission to Gavi of key data for vaccine projections i.e. programme extensions, preferred presentations, target beneficiaries, wastage rates/factor, co-financing level, stock levels, vaccine prices and buffer stock, as well as uploading supporting documents.

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### Before you start...

- Make sure you have your login details to access the portal. Your senior country manager will have requested individual logins for all individuals who require access to the country portal. As such, you should have received an e-mail with the different usernames and passwords. Note that there are two types of profiles with different rights: **Contributor**, which allows starting, editing and submitting an application; and **Viewer**, which only allows consulting information on the portal.
- Note that it will take you a few days or weeks, depending on your data availability, to fill in and submit your renewal request on the country portal.
- For a better experience, we strongly recommend using Google Chrome as your browser, even if other browsers such as Internet Explorer and Firefox still work properly. If you are using Internet Explorer, ensure that the version you are using is 11 or above.
- The pictures used in this tutorial are for instructive purposes only. Your country will have different vaccines so the content may vary depending on your grant. However, the layout of the categories and steps to follow are all the same as the ones you will find when you fill in your request on the country portal.
- Note that some information may already be provided while you navigate through the pages. This information has been automatically populated by Gavi based on readily available information, making it easier for your country to fill in the request.
- After you sign in, your account will remain active as long as you are working. However, if you remain inactive for more than 30 minutes, you will automatically be logged out.
- The country portal has an auto-save feature which saves the information you input automatically. This prevents any loss of information and allows your data to be preserved despite any technical difficulty you might encounter while filling in your application.
- Two or more people can be logged in at the same time and, depending on their rights, can edit information on the portal. You must refresh the page in order to see changes made by the last user.
- Remember that if you need support at any time on how to use the country portal, you can reach the country portal team at the address [countryportal@gavi.org](mailto:countryportal@gavi.org). The country portal team will do its best to reply to your enquiry as soon as possible.

## Logging in to the country portal

Go to <https://portal.gavi.org> and enter your username and password in the required spaces as shown in the picture below, then click on **Login**.

The page you are now on is the main page, also known as your **Country dashboard**. Four categories are displayed: **Apply for new support**, **Report on current support**, **Renew support** and **Guidelines**.

▶ APPLY FOR NEW SUPPORT				i GUIDELINES	
Ongoing applications	Period	Deadline	Status	Title	
Round 2 (2018) - Myanmar			<a href="#">SEE SUBMISSION</a>	Guidelines	<a href="#">OPEN</a>
Rotavirus routine	2019 - 2019	18.04.2018	Draft	Guidelines [FR]	<a href="#">OPEN</a>
Measles-rubella follow-up campaign	2018 - 2019	18.04.2018	Draft		

i REPORT ON SUPPORT RECEIVED			i COUNTRY INFORMATION	
Current processes	Last modified on	Status	Title	
<a href="#">Grant performance framework</a>	23.03.2018		Country / programme documents	
<a href="#">Financial reporting</a>	17.01.2018			
<a href="#">Campaign reporting</a>				
<a href="#">Stock level reporting (2017)</a>	11.08.2017			
<a href="#">Overall expenditures and financing for immunisation (report on 2017)</a>	26.02.2018	To be completed <a href="#">START</a>		

↻ RENEW SUPPORT		
Current processes	Deadline	Status
<a href="#">New and Underused Vaccines Support (NVS) renewal and extension request (for support in 2019)</a>	15.05.18	Not Started <a href="#">START</a>

Under **Renew Support**, click on the **Start** button, as show in the picture above circled in red. Consequently, you can enter the process by clicking on the link **New vaccine support renewal and extension requests** which will be enabled once you start the process.

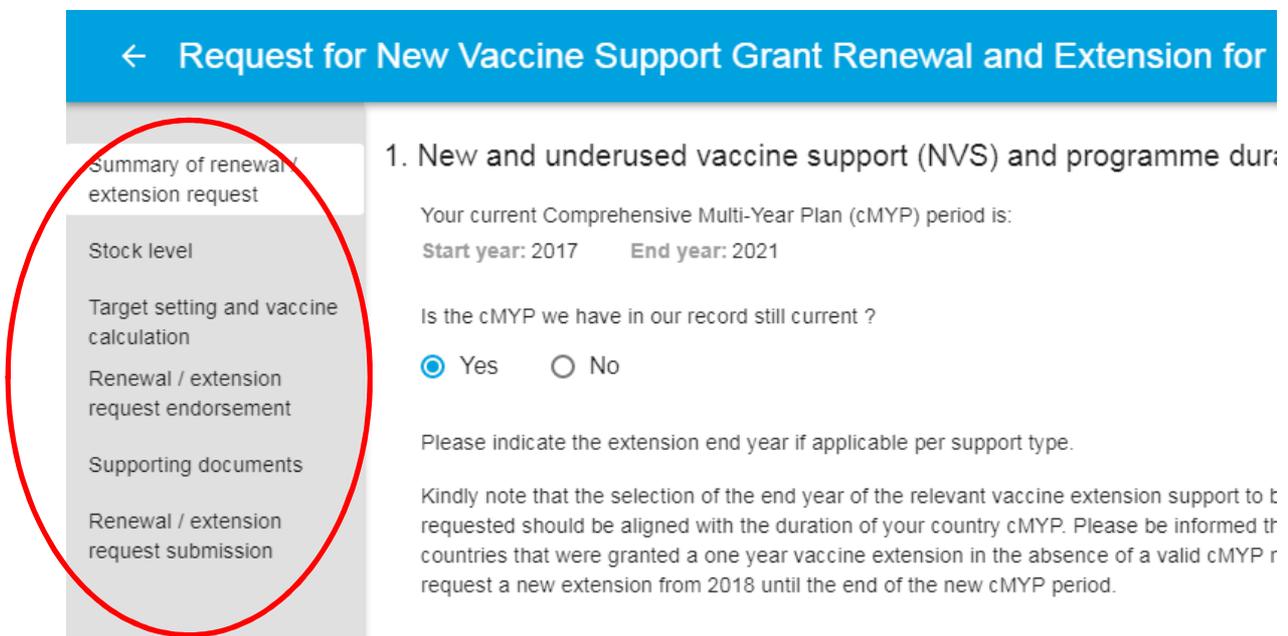
## Getting started



Before you start filling in your information, note that you have several options to help you at any stage of your renewal.

- The **Help Center** button, circled in red in the picture above will take you to a page with all the tutorials available on the country portal. These tutorials will give you a comprehensive view of the renewal process.
- The **Ask for support** button, circled in black, will allow you to contact the country portal team in Geneva with any specific concern you may have.
- If at any time you wish to leave the renewal request and return to your main page, click on **Dashboard**, circled in green in the picture above.
- You can also change the language of the interface by clicking on **World icon**, circled in orange in the picture above.

There is a navigation menu to the left-hand side, circled in red in the picture below, which shows you the different sections that will need to be filled in order to submit your request for NVS renewal.



In the menu, the section highlighted in white relates to the page you are currently filling in. You can move freely through the request as you please. This means that you can click on any section from the menu and fill in the request depending on your preference or the data you have. All the categories will have to be completed in order to submit the request for renewal.

# 1. New vaccine support (NVS) and programme duration

Summary of renewal / extension request

Stock level

Target setting and vaccine calculation

Renewal / extension request endorsement

Supporting documents

Renewal / extension request submission

### 1. New and underused vaccine support (NVS) and programme duration

Your current Comprehensive Multi-Year Plan (cMYP) period is:  
**Start year: 2017    End year: 2021**

Is the cMYP we have in our record still current ?

Yes     No

Please specify the new cMYP period:

Start Year ▼    End Year ▼

Please ensure you upload the new cMYP in the section [Supporting documents](#).

Please indicate the extension end year if applicable per support type.

If the Comprehensive Multi-Year Plan (cMYP), we have in our records is not correct, click on **No**. Two additional fields, circled in red, will appear in which you will have to specify the **Start year** and the **End year** of the cMYP and provide supporting documentation. If you click on **Yes**, these fields will not appear. When you have filled in your information, you can move on to the next part, the table shown below.

The table already contains information relative to vaccines in your country.

Ongoing New and Underused Vaccines Support (NVS) to be renewed

Type of support	Vaccine	End year of support	Year of request support
Routine	Pentavalent (DTP-HepB-Hib)	2021	2019
Routine	Pneumococcal	2021	2019

Each type of support your country has will appear in the different rows, as circled in green in the picture above. It will also show the vaccine, end year of support and year of requested support.

Another table is displayed, showing the type of support and asking the decision to extend and ending year.

Requested New and Underused Vaccines Support (NVS) extension(s)

Type of support	Vaccine	Starting year	Decision to extend	Ending year
Routine	Pneumococcal	2018	Yes ▼	2020 ▼

The starting year will already be selected based on previous information. For each vaccine, select **Yes** or **No** in the **Decision to extend** column, circled in red in the picture above, depending on your desire to extend the coverage period or not. If you select **Yes** for a vaccine, you will need to provide the **Ending year** in the last column, circled in orange in the picture above.

If you choose **No** in the column **Decision to extend**, then the entries for columns **Ending year** will be greyed out as it will not apply. Remember that you can extend a grant only if it is ending this year, and in exceptional cases, before.

Once you have filled in the table with your information, click on the **Next** button shown in the picture below to continue your application.

NEXT

*Reminder: If you have chosen **Yes** in the **Decision to extend** column, make sure you specify a d*

## 2. Stock Level

### Step 1

In Section 2, click on end of year stock report, circled in red in the picture below, to select from the dropdown menu, the number of stock levels suggested, between 1 and 5.

*Reminder: As you move through the request, notice that you will see where in the overall process you are through the left-hand side menu. The section you are in will be highlighted in white, circled in green in the above picture. You can follow the process as it is designed or you can choose whichever section you wish to fill in from the left-hand side menu without a particular order. Remember, though, to fill in everything before you submit your request. You will not be able to submit an incomplete request.*

### Step 2

The table pictured below, shows you a list of all the vaccines your country currently has and captures the stock levels you have on the number of levels you have indicated in section 2.1. For example, if in section 2.1 you have selected 3 levels, then this will be reflected in the table of section 2.2. For each vaccine and for each level, select in the column **Buffer stock policy in months** a number between 1 and 6 months, circled in red in the picture below. If this does not apply to a particular vaccine, then select from the menu **N/A** for non-applicable. This number relates to how many months of stock your country keeps as a reserve. Do this for each vaccine represented by every row in the table.

Please indicate stock level for each support.

In the case you have more than one presentation in stock, please indicate in the comment field the amounts for each.

Vaccine	Central level		Second level		Third level	
	Buffer stock policy in months	Reported stock as 31 Dec 2017	Buffer stock policy in months	Reported stock as 31 Dec 2017	Buffer stock policy in months	Reported stock as 31 Dec 2017
IPV, 10 doses/vial, Liquid	<input type="text"/>	<input style="background-color: #90EE90; border: 1px solid #000; border-radius: 50%;" type="button" value="+"/>	<input type="text"/>	<input style="background-color: #90EE90; border: 1px solid #000; border-radius: 50%;" type="button" value="+"/>	<input type="text"/>	<input style="background-color: #90EE90; border: 1px solid #000; border-radius: 50%;" type="button" value="+"/>

Also, for each vaccine and for each level, you will have to fill in the column **Reported stock as of Jan 1<sup>st</sup>** of the current year. For this, you will need to click on the green  button,

circled in orange in the picture above. Once you click on the  sign, a pop-up window will appear, as shown in the picture below.

Under **Add number of doses**, fill in the number that you wish to communicate in the space circled in red in the picture above.

In case this number is unavailable, please check the box **Not available**, as shown in the picture above circled in green. When data is unavailable, your country is asked to add a small explanation as to the absence of information. To do so, please click on **Add a note**, circled in orange in the picture above, and add a small explanation justifying the absence of information. Note that you can add comments in the **Add a note field** even if you have input data.

Once you have filled in the information, and if you wish to save it, then click on **Save**, circled in blue in the picture above. If you wish to discard the information you filled in, then click on **Cancel**, encircled in black in the picture above.

*Reminder: If you save information, you can always come back and modify the figures and notes before the renewal request is submitted.*

### Step 3

Now that you have filled in the table in section 2.2 which illustrates the stock your country has, you are ready to fill in the next table in section 2.3 which lists the vaccines you have, and gathers information on the doses received during the previous year, as show in the picture below.

2.3 Please indicate doses received in 2016:

Vaccin	Total doses for 2016 in decision letter	Total doses received Jan 1st – Dec 31st	Total doses postponed from previous years and received in 2016	Stockouts at any level in 2016
Pneumococcal(PCV13), 1 dose/vial, Liquid	4,906,800			No 



The second column in the table of section 2.3 shows the number of doses of a particular vaccine as was agreed upon in the decision letter. This figure is greyed-out, meaning it cannot be modified or edited. The third column is where you will be able to click on the green **+** sign, circled in red in the picture above, and input the doses you have actually received for a given year.

*Reminder: The figures that are in grey in a table and that you cannot edit are obtained through information Gavi has previously gathered either through partners such as WHO and UNICEF, or in accordance with the country through the decision letter, or previous Annual Progress Reports (APR).*

By clicking the **+** sign, a small pop-up window, similar to the ones previously shown, will appear. Fill in the number of doses and do not forget to tick the **Not available** box in case you do not have the information requested. Also, click on **Add a note** to explain the unavailability of information by providing a simple explanation, then click on **Save** to save the information that you input, or **Cancel** to discard any entry.

The fourth column in the table 2.3 relates to doses that were supposed to be received by the country in previous years and that were only received in the given year of reporting. To input the information, click on the green **+** sign in the fourth column, as shown circled in red in the picture below. A small pop-up window will appear, as shown in the picture above. Following the same process as previously, fill in the information and click **Save** to save the information you inputted or **Cancel** to discard.

2.3 Please indicate doses received in 2016:

Vaccine	Total doses for 2016 in decision letter	Total doses received Jan 1st – Dec 31st	Total doses postponed from previous years and received in 2016	Stockouts at any level in 2016
Pneumococcal(PCV13), 1 dose/vial, Liquid	4,906,800	<b>+</b>	<b>+</b>	No <span style="float: right;">▼</span>

In the last column of the table in section 2.3, indicate if your country experienced any stockouts for the given year of reporting by selecting **Yes** or **No**, as shown circled in red in the table below.

2.3 Please indicate doses received in 2016:

Vaccine	Total doses for 2016 in decision letter	Total doses received Jan 1st – Dec 31st	Total doses postponed from previous years and received in 2016	Stockouts at any level in 2016
Pneumococcal(PCV13), 1 dose/vial, Liquid	4,906,800	+	+	Yes ▾

If you selected **Yes** for a specific vaccine, then two additional entries will appear under the table, as shown in the picture below:

Please indicate the levels in which stock outs occurred in 2016 for Pneumococcal

Stock Levels

1st level (central level)

Please specify the reason for the stockout

Reason

0/1000

In this particular example, there was a stockout of Pneumonococcal. Therefore, under the table of section 2.3, two additional lines will appear relating to pentavalent stockout: you must indicate at which levels the stockouts have occurred, so select a number between 1 and 5 from the drop-down menu, circled in red in the picture above.

Then provide a short explanation as to why this stockout occurred in the dedicated field, circled in green in the picture above.

Please note that you must fill in this information for each vaccine that has experienced stockout. For example, if you have experienced stockouts for two vaccines from table 2.3, then the additional field will appear for each vaccine, separated by a page-wide horizontal line, and you must indicate the levels at which the stockout occurred and shortly explain the reason for this stockout. This information is automatically saved.

When you have completed the table of section 2.3, then you can move on to the next section by clicking the **Submit Report** button, shown in the picture below circled in red. A window will then open asking you if you want to submit the stock report, to them prompt you to the renewal form.



As you continue filling in the request by clicking the **Next** button, you will reach the third page of the request, entitled **Target setting for extension and renewal calculations** covered in the next section of this tutorial.

### 3. Target setting for extension and renewal calculations

#### Step 1

In the table of section 3.1 relating to the birth cohort estimation, shown in the picture below, you will need to provide actuals for the previous year, estimates for total births and the number of surviving infants for the current given year and all the years of the proposed extension period. To do this, click on the **+** at each entry. Note that you must fill all the fields and provide an explanation whenever data is not available. This will open a pop-up window similar to the ones previously seen where you will be able to input your data. Whenever possible, Gavi facilitates this process by having previously entered available data to minimize the number of entries you have to fill in.

3.1 Birth cohort estimation

Common denominator	2016		2017		2018		2019		2020	
	Previous estimate	Actual	Previous estimate	Current estimate						
Total number of surviving infants	1,943,893	<b>+</b>	1,954,523	<b>+</b>	2,007,295	<b>+</b>	2,061,492	<b>+</b>	2,117,152	<b>+</b>
Total number of live births	1,929,386	<b>+</b>	2,113,971	<b>+</b>	2,171,048	<b>+</b>	2,229,666	<b>+</b>	2,289,867	<b>+</b>

*Reminder: As of section 3.2 on this page, you will need to fill in the information for each vaccine you are requesting renewal for. To the right of the vaccine name, there is a small plus sign, circled in red in the picture below, to maximize the content, then fill in with the data you wish to input.*

#### 3.2 Criteria for requirements calculation

HPV Demo	<b>+</b>
IPV Routine	+
MEASLES Routine	+
PENTA Routine	+
PNEUMO Routine	+
ROTA Routine	+

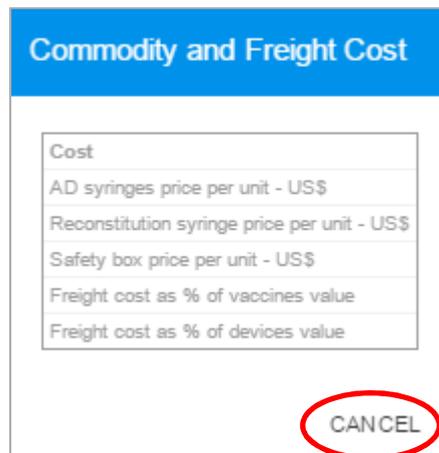
Under section 3.2, you will find a reference table with vaccine prices, as shown in the example picture below.

VACCINE PRICES

Vaccine - US\$	2017	2018	2019
DTP-HepB-Hib, 5 doses/vial, Liquid	0.82	0.79	0.72
DTP-HepB-Hib, 2 doses/vial, Lyophilised	0.82	0.79	0.72
DTP-HepB-Hib, 1 dose/vial, Liquid	1.08	1.08	1.05
DTP-HepB-Hib, 2 doses/vial, Liquid	0.82	0.79	0.72
DTP-HepB-Hib, 10 doses/vial, Liquid	0.77	0.75	0.68

[VIEW COMMODITIES AND FREIGHT COSTS](#)

If you click under the table on **View commodities and freight costs**, circled in red in the picture above, a pop-up window will appear with the related information, as shown in the picture below. Once you have consulted it and want to close it, click on **Cancel**, as circled in red in the picture below.



**Step 2**

Under the table of section 3.2, you are asked if you wish to switch presentation. If you are satisfied with the current vaccine presentation, then click **No** as circled in black the picture below.

If you wish to switch vaccine presentation, then click **Yes**. In this case, several additional fields will appear as in the picture below:

Would you like to switch presentation?

Yes  No

Please note that a switch in product presentation requires documents containing cold chain capacity, stock levels of the current product, and a costed activity plan. These documents can be submitted in the "Supporting Documents" section. Your request for a switch in presentation will be reviewed by Gavi.

Please indicate the desired presentation:

Select a presentation ▼

Please indicate the desired introduction month for the new presentation:

Month ▼ Year ▼

Please explain the reason for the switch in presentation:

Reason

First, begin by choosing the presentation you wish to switch to from the menu **Select a presentation** circled in red in the picture above. Then, select the start date as of when you desire to have the switch effective. Select the **Month** and **Year** from the drop-down menus, circled in green in the picture above. Finally, you should explain the reason for why you want to have a switch in presentation. Provide a brief explanation in the **Reason**, circled in orange in the picture above. Note that you will need to provide supporting documents at a later stage of this process justifying the switch in presentation.

### Step 3

You can now move on to the section dedicated to co-financing. The co-financing table of that section is shown in the picture below.

## CO-FINANCING

	2017		
Co-financing grouping	Preparatory transition		

Co-financing for Pentavalent (DTP-HepB-Hib)	2017	2018	2019
Co-financing share per dose - %	16.85	19.38	22.28
Minimum co-financing per dose - US\$	0.20	0.15	0.15
Recommendation based on past trend- US\$		0.20	0.23
Your co-financing per dose - US\$	0.20	+	+

The mention **Co-financing grouping** indicates the group your country belongs to. For example, the country illustrated in the picture above belongs to the **Preparatory transition** group as circled in green in the picture above. The second table below **Co-financing grouping** indicates which vaccine this co-financing table relates to.

*Reminder: Depending on the vaccines you have, you will see the co-financing table. Remember that you will have to fill in the information in that table for each vaccine in this section. In the previous example, the Co-financing table is linked to Pentavalent, circled in orange in the picture above.*

The **Minimum co-financing per dose** indicates the minimum contribution from the country that is required for each vaccine dose supported by Gavi. It has been pre-calculated based on the co-financing rules for the country's current **Co-financing grouping**. The row **Co-financing share per dose** shows the co-financing level per dose as a share of the weighted average vaccine price (see section 3.2). For countries in the preparatory transition phase, the minimum is dependent on the **Co-financing share**. For the other groupings, this information is provided as information only. For countries that have co-financed values above the minimum in the past, Gavi recommends to keep up the increasing ownership, and suggested trend is provided under **Recommendation based on past trend**.

You will have to click on the green **+** sign to fill in **Your co-financing per dose – US\$** for the years of the proposed extension. The chosen co-financing level per dose should at least be equal to the **Minimum co-financing per dose** in that year, and cannot be higher than the weighted average price of the vaccine. For countries in the accelerated transition phase, the chosen co-financing level per dose in any year cannot be lower than the previous year's co-financing per dose. Note that you must fill in **Your co-financing per dose** for all years for which the country has requested support.

Once you have entered your figures in the co-financing table, you can move to the next table reserved for setting the targets for number of beneficiaries, as shown in the picture below.



Click the **Launch Calculation** button, circled in red in the picture above. This will allow to automatically fill the Calculations table with figures populated based on the data you have input in the previous targets table.

The calculation reflects the volume needed for the programmatic year and thus does not count for stock. The final allocation for the grant renewal will take into consideration the existing stock level in country.

*Reminder: If you change figures from the Targets table, remember to refresh the Calculations table by clicking the **Launch Calculation** button in order to ensure that the new modifications are taken into account.*

*Reminder: Remember to fill in the information as of Section 3.2 for all the vaccines. You will need to fill in the **Co-financing** table, the **Targets** table, and to **Launch Calculation** for each vaccine. You are not obliged to fill in your data all at once and can always come back to this section to continue your work. All the information you produce is automatically saved.*

In order to move on to the next section, click the **Next** button, shown in the picture below circled in red. Note that the **Previous** button will take you to the previous page if you wish to review some information that you previously filled in.



## 4. Renewal request endorsement

### Step 1

In this section, you will need to provide the names of your country's Ministers for Health and Finance or of a delegated authority in the fields circled in red as per the picture below.

#### 4. Renewal request endorsement

1 Provide names of the country ministers for health and finance

Minister of Health (MoH) or delegated authority

Name

Minister of Finance (MoF) or delegated authority

Name

### Step 2

Once this information is entered, click on the **Continue** button circled in green as per the picture above. Another field will appear, as per the picture below.

#### 2 Download the renewal and gather signatures

Please download, print and review the renewal.



Click on the **Download PDF**

button. This will allow you to download the document that needs to be signed by the designated authority. You will need to scan this document and to upload it in the next section dedicated to supporting documents.

In order to move on to that section, click the **Next** button, shown in the picture below circled in red.



## 5. Supporting documents

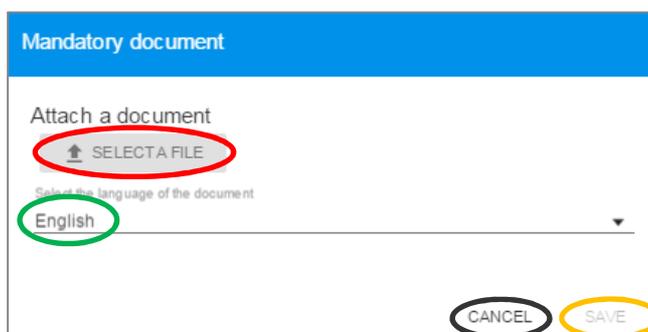
### Step 1

This section serves to upload supporting documents. **Core documents**, circled in green in the picture below, are essential documents you are required to provide. In the table, you will have a list with the core documents indicated under **Category**, circled in orange in the picture below. Click on **Attach** next to the document category to upload a document. For example, in the picture below, **Attach**, circled in red, is next to Minutes of ICC (Interagency coordinating committee) Endorsement meeting minutes. Therefore, the document uploaded will be the ICC’s meeting minutes.

#### 5. Supporting Documents

Please attach required documents as per category listed below.

When you click on **Attach**, a pop-up window will appear as in the picture below. Click on **Select a file**, as circled in red in the picture below. This will allow you to select from your computer the relevant document in line with the category you have chosen. Once the file is selected, select the language of the document from the dropdown menu, circled in green in the picture below. Then click on **Save**, circled in orange in the picture below. If you wish to discard the file you selected, click on **Cancel**, circled in black in the picture below.



If you have selected a file and saved it, you can always replace it by clicking on the **Replace** button next to the document, circled in red in the picture below. A pop-up will then appear allowing you to choose from your computer another file with which you can replace the previous

file you had uploaded. You can also remove the file you have uploaded altogether by clicking on the **Remove** button circled in orange in the picture below. The table also gathers other useful information relating to the document you uploaded. It will display the **Language** according to what you initially selected when uploading as shown circled in green in the picture below.

*Reminder: There is no size limit or file type restriction for the document you wish to upload.*

DOWNLOAD SELECTED DOCUMENTS

Attach translation	Document status	Process status when uploaded	Date uploaded	Language	Replace	Remove	Available	<input type="checkbox"/>
							<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Started	27/03/2017	FR			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
							<input checked="" type="checkbox"/>	<input type="checkbox"/>

The mention **Date uploaded** circled in green in the picture below indicates when you uploaded the document. The **Checkbox**, circled in orange in the picture below, allows you to select a particular document from the list of documents and to download it on your computer. In order to do this, simply click on **Download selected documents**, circled in blue in the picture below, to begin downloading the document(s) that you have selected from the list and that you wish to download. You can select one or more files.

DOWNLOAD SELECTED DOCUMENTS

Attach translation	Document status	Process status when uploaded	Date uploaded	Language	Replace	Remove	Available	<input type="checkbox"/>
							<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Started	27/03/2017	FR			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
							<input checked="" type="checkbox"/>	<input type="checkbox"/>

If you do not have the mandatory document required, click on the button under the **Available** column, circled in red in the picture above. A pop-up will then appear as per the picture below:

## Step 2

Now that you have uploaded the mandatory documents, you can click on **Additional documents** circled in red in the picture below. In this section, you can attach any supporting documentation that does not appear in the list of mandatory documents and that you would like to add to support your renewal request.

## 5. Supporting Documents

Please attach required documents as per category listed below:

CORE DOCUMENTS

**ADDITIONAL DOCUMENTS**

Once you click **Additional documents**, another table with the same layout as previously seen will appear. In order to attach a document, follow the same steps as you would for the mandatory documents. The same properties as the ones for mandatory documents apply here in regards to replacing, removing, choosing the language, etc. In order to move on to the next section, click the **Next** button, shown in the picture below circled in red.

PREVIOUS

**NEXT**

## 6. Renewal request submission

When all the sections have been filled, you can submit your renewal request by clicking on the **Submit NVS Renewal Request** button circled in red in the picture below. You can still access the request but will not be able to modify any information. The only possibility you have is to upload additional documents on the supporting documents page as seen in the previous section.



PREVIOUS

**SUBMIT NVS RENEWAL REQUEST**

If the request is incomplete, you will not be able to submit your application. An error message will let you know that the request is incomplete and will indicate which sections have not yet been completed. An example is shown in the picture below:

### NVS renewal request not completed

Please complete the sections listed below:

NVS support and programme duration	✓
Stock level	TO BE COMPLETED
Target setting for extension and vaccine calculations	TO BE COMPLETED
Supporting documents	✓

[CLOSE](#)

If your request is complete and has been successfully submitted, you will see a confirmation message as per the picture below. Your request will be reviewed by Gavi and you will be contacted by your senior country manager.



Thank you for submitting your NVS renewal and extension request.

If any changes to your renewal or extension request need to be made, please contact your Senior Country Manager. Please note additional documents may still be uploaded.

If your request has been submitted and you wish to make changes, please contact your Gavi senior country manager.

The country portal team is available should you need any support. It can be reached through the e-mail address [countryportal@gavi.org](mailto:countryportal@gavi.org) and will do its best to quickly respond to any enquiry you may have.