

# RQ PLATFORM KEY FEATURES

SYSTEM CAPABILITIES	RQ BASIC	RQ STARTER	RQ STANDARD	RQ PROFESSIONAL
Number of applicants, nominators, reviewers, administrators	Unlimited	Unlimited	Unlimited	Unlimited
Number of applications or submissions	Unlimited	Unlimited	Unlimited	Unlimited
Custom domain, branding, landing page	YES	YES	YES	YES
Two-factor authentication	YES	YES	YES	YES
Basic workflows	YES	YES	YES	YES
Google Analytics integration	YES	YES	YES	YES
Audit trail and history tracking	YES	YES	YES	YES
Payment integration	Available	Available	Available	Available
Advanced customizations	Available	Available	Available	Available
Single sign-on (SSO)	Available	Available	Available	Available
API Access	Available	Available	Available	Available
Dual role as applicant and reviewer		YES	YES	YES
RQ SmartTracker™ capability for post-program follow-ups and tracking			YES	YES

COLLECT SUBMISSIONS	RQ BASIC	RQ STARTER	RQ STANDARD	RQ PROFESSIONAL
Applicant Portal	YES	YES	YES	YES
Eligibility screening	YES	YES	YES	YES
Form logic and conditional display options	YES	YES	YES	YES
Basic payment option	YES	YES	YES	YES
PDF download	YES	YES	YES	YES
Electronic signature	YES	YES	YES	YES
Withdraw option	YES	YES	YES	YES
File uploads	<5MB	<5MB	<10MB	Custom
e-Reference request		YES	YES	YES
Collaborate option for applicants and nominators			YES	YES
Funding allocation			YES	YES
Advanced payment options (member-type, early-bird, late pricing, promo codes)				YES
Program categories with same timelines	1	1	3	15

REVIEW AND SCORE SUBMISSIONS	RQ BASIC	RQ STARTER	RQ STANDARD	RQ PROFESSIONAL
Reviewer Portal		YES	YES	YES
Multi review phases		YES	YES	YES
Multiple review formats including side-by-side		YES	YES	YES
Blinded reviews		YES	YES	YES
Reviewer groups		YES	YES	YES
Private notes and comments		YES	YES	YES
Reviewer assignments (admin driven)		YES	YES	YES
Custom rubric per program category, with same timelines)		1	3	15
Basic side-by-side review option (showing review and submission)		YES	YES	YES
Advanced side-by-side review option (showing form-based review and submission)			YES	YES
PDF package per application (application and uploads)			YES	YES
Auto reviewer assignment (basic)			YES	YES
Auto reviewer assignment (custom rule-based)				YES
Shared notes and critiques (between reviewers)				YES

MANAGE PROGRAMS	RQ BASIC	RQ STARTER	RQ STANDARD	RQ PROFESSIONAL
Admin dashboard	YES	YES	YES	YES
Application tagging	YES	YES	YES	YES
Manage program settings and key dates	YES	YES	YES	YES
Advanced filtering	YES	YES	YES	YES
User audit trails	YES	YES	YES	YES
Custom emails	YES	YES	YES	YES
Schedule emails	YES	YES	YES	YES
Custom reports	YES	YES	YES	YES
RQ SmartTracker™ capability for post-program follow-ups and tracking			YES	YES
CLIENT ENGAGEMENT	RQ BASIC	RQ STARTER	RQ STANDARD	RQ PROFESSIONAL
Dedicated Onboarding & Customer Success Specialist	YES	YES	YES	YES
Ongoing Administrator training	YES	YES	YES	YES
Email and phone support	YES	YES	YES	YES