

Request for Proposal Online Curriculum Consultant / Writer

1. Introduction

Tuberculosis (TB) killed 1.4 million people in 2019 alone, and 10 million people became sick with TB disease. A global effort is currently underway to develop the new vaccines, drugs and diagnostics that are essential to eliminating the global TB epidemic. Advocates, civil society, and affected communities are vital stakeholders. However, to be meaningfully involved and engaged, these groups need to have solid knowledge about TB research.

The Stop TB Partnership Working Group on New TB Vaccines (WGNV), Working Group on New TB Drugs (WGND) and New Diagnostics Working Group (NDWG) (together the New Tools WGs) are developing an online course specifically designed for advocates and affected communities to provide a base of knowledge in TB research and to generate interest and engagement in TB research advocacy amongst this stakeholder group.

2. Contracting Organizations

The consultant will contract with the host organizations for each of the Working Groups for the modules relevant to the respective Working Groups, as follows:

- The International AIDS Vaccine Initiative (IAVI) for the Working Group on New TB Vaccines and vaccines-related content
- TB Alliance for the Working Group on New TB Drugs and drugs-related content
- Foundation for Innovative New Diagnostics (FIND) for the New Diagnostics Working Group and diagnostics-related content

Cross-cutting content will be addressed in the contracting stage.

3. Project Description

The overall goal of this project is to develop an online curriculum that will provide participants with a basic working knowledge and understanding of issues in TB research for vaccines, drugs, and diagnostics, even with no prior knowledge and experience with TB research. The content will consist of basics aimed at advocates, individuals from affected communities and other stakeholders interested in new tool research and development. Upon completion of the course, information about opportunities for further capacity-building and engagement in TB research advocacy will be provided.

The initial phase of this project will focus on four foundational modules: an introduction to TB research and introductory modules on new diagnostics, new drugs, and new vaccines.

Each section will have several weekly modules, each focusing on a particular topic and including short video lectures, reading materials, and additional resources. Pre- and post-tests will be incorporated to understand how participants are learning, and feedback surveys will be requested to help improve the program.

4. Scope of Work and Deliverables

This project has four key elements:

- 1) Curriculum design
- 2) Content development

- 3) Presenter preparation and support
- 4) Finalization of product

The consultant will:

- Design a curriculum outline and format, including course content, course flow, interaction/engagement (e.g. quizzes, pre/post-tests, etc) and proposed formats for each session (e.g., presentations, videos, articles, etc).
- Develop content, which may include writing content based on materials and inputs from the New Tools WGs, define length of course given proposed timeline for completion, and review/edit content developed by the New Tools WGs for appropriateness to the target audience
- Assist presenters in preparing for their presentation and provide technical support
- Liaise with video editors, assist in choosing appropriate photos, provide captions for photos, and other tasks to finalize the product

The New Tools WGs will:

- Provide initial guidance on the materials to be covered in the course
- Review and give feedback on the curriculum outline and content at agreed upon stages in the process
- Identify experts in the field to serve as presenters for the course
- Provide content in the form of inputs on topics and written materials to be adapted for the course
- Provide photos from their respective photo banks and other A/V materials
- Conduct final review of the work products

This project will also include video editing, translation, video transcription, and graphic design. These functions are not required of this consultant, but you are welcome to include any of them in the proposal if you have the capacity to perform or subcontract these functions.

5. Schedule

The target for initiating this project is 15 January 2020, with the goal of launching the first chapter by 31 March 2020, and the final three chapters launched by 30 April 2020.

6. Budget

The maximum budget for this project is \$20,000 (approximately \$5,000 per module).

7. Proposal Submission

You are invited to submit a proposal in response to the RFP. Submissions should include:

- Overview of capabilities to perform the responsibilities outlined above
- Statement of experience relevant to this request for proposals
- Approach to the project, including how you will work and interact with the client
- Cost estimate for services and expenses, fee structure, and requested payment schedule. Please also indicate if any aspect of this project would be sub-contracted to another organization or individual
- Organizational capacity, including background of staff who would be assigned to this project
- Past projects that would be relevant to this RFP

Proposals are due by 31 December 2020.

Please address your proposal and any inquiries to:

Jennifer Woolley
Secretariat
Working Group on New TB Vaccines
wgnv@newtbvaccines.org

We reserve the right to advise, at our discretion, all parties issued with an RFP of further information/clarification of proposal requirements resulting from any inquiry.

Proposals will be reviewed by the Secretariats and members of the Core Groups for the WGNV, WGND, NDWG and will take into consideration all elements requested in the submission.