

TERMS OF REFERENCE

Evaluating the Effectiveness of Communications and Community Engagement Activities of EDPV

A. Background

The Eliminate Dengue Program is a large multi-institution research program led by Professor Scott O'Neill, Director of Institute of Vector-borne Disease (IVBD) at Monash University. It is developing a new approach to control mosquito-borne diseases such as dengue and Zika (www.eliminatedengue.com). The Eliminate Dengue Project in Vietnam (EDPV) is being implemented by the National Institute for Hygiene and Epidemiology, in collaboration with the Institute Pasteur Nha Trang, Khanh Hoa Department of Health, with support from Monash University and The Australian Foundation for the Peoples of Asia and the Pacific (AFAP).

The approach adopted by our research program is highly novel, using a naturally occurring bacterium, *Wolbachia pipientis*, to block transmission of dengue viruses by the primary mosquito vector *Aedes aegypti*.

The Vietnam releases were previously on the field site of Tri Nguyen Island, an island off the coast of Nha Trang city, part of Khanh Hoa Province on the south-central coast of Vietnam.

The goals of the Vietnam pilot releases are to:

1. Demonstrate both the establishment of *Wolbachia* infection and invasion into natural mosquito populations;
2. Demonstrate that the anti-dengue properties of *Wolbachia* are present in mosquitoes under field conditions;
3. Demonstrate to the community in Vietnam and also other countries that *Wolbachia* mosquito release is not harmful.

The EDPV is beginning the preparation phase for a small-scale *Wolbachia* release in Nha Trang city (mainland) and, potentially, larger scale releases in south-central Vietnam. This new project will move to a focus on epidemiological outcomes, providing evidence of a reduction in dengue transmission in areas where the *Wolbachia* mosquitoes have been introduced. In early 2017, EDPV plans to implement many communications and community engagement (CE) activities at two pilot sites of Nha Trang City in preparation for small-scale release of *Wolbachia* infected mosquitoes at these sites. Three cross-sectional surveys will be conducted with selected households in four wards of Nha Trang city to obtain baseline information and evaluate the effectiveness of CE activities to help EDPV to develop its communications strategies for a future release of *Wolbachia* infected mosquitoes.

B. Description of household surveys

1. Aim and specific objectives:

The aim of these three household surveys is to assess the change in awareness and knowledge of local people about Dengue, Zika & *Wolbachia* method resulted by effectiveness of project's communications and community engagement (CE) activities. This will also provide estimation of support level of community for application of *Wolbachia* method in Nha Trang city.

Specific objectives include:

- To assess awareness, knowledge about Dengue, Zika & *Wolbachia* method before and after CE activities are implemented; and level of acceptance of *Wolbachia* method by community;
- To evaluate the effectiveness of communications activities conducted by EDPV during January-July 2017.

2. Methodology:

The evaluation will be conducted by three cross-sectional surveys (baseline survey in November 2016, 2nd survey in February 2017 after intensive communications and community engagement activities, and the last survey in July 2017 after the end of mosquito release).

The contractor will randomly select and survey 573 households from 55 hamlets of 4 wards in Nha Trang city (Vinh Phuoc, Vinh Tho, Vinh Truong and Phuoc Long ward) using a questionnaire designed by EDPV, which consists of approximately 30 questions). The random sample will be drawn from a list of households of the four targeted wards (provided by EDPV). At each selected household, one communication-capable adult member (aged 18-70 year) of the household will be randomly selected among all regular household members and interviewed face-to-face. If the randomly selected respondent is not at home at the time of the visit, then the interviewer will make up to 2 more attempts to arrange for a face-to-face interview. After 3 unsuccessful attempts or when the selected person refuses to participate, the next household (nearest to the right) will be visited as replacement for the originally selected household.

C. Scope of work

Key tasks

- **Review questionnaires** (to be provided by EDPV) and methodology of the survey;
- **Provide training for data collectors** from the project areas (data collectors recruited by the contractor), preferably those living in Nha Trang, except residents of 4 mentioned wards;

- **Lead, coordinate, organise and manage all field activities for data collection, cleaning and analysis:**
 - Organise, manage, coordinate and supervise data collection activities, which include contacting and getting supports from local authorities and people and managing interviewers. *Note: EDPV has developed good relations with local authorities and communities in Nha Trang and can provide an official letter to introduce the contractor to the local authorities and people. EDPV will also provide the contractor with approval/support documents issued by relevant agencies for the project activities in Nha Trang;*
 - Ensure that the recruitment of participants and their interviews will be undertaken in compliance with provided protocol;
 - Report to EDPV CE team leader any issue/problem encountered and how they are managed/solved on a daily basis or as soon as possible as deemed necessary;
- **Manage collected data:** Data management should include checking and completing questionnaire, entering data and cleaning of computerised dataset.

Main expected outputs

- **Submit to EDPV 573 completed questionnaires of each survey** with clear responses to all relevant questions, a clean dataset.
- **Conduct data analyses and write a narrative report¹ for each survey** (*in Vietnamese*). Each report should describe all field activities with notes of issues/problems encountered, how they are managed/solved and present the main findings of the survey.

D. Timeline and deliverables:

- Baseline survey to be conducted from 28 November to 19 December 2016;
- Second survey to be conducted in February 2017 (after intensive communications and community engagement activities);
- Third survey to be conducted in July 2017 (after the end of mosquito release).

¹ **Copyright, ownership of data and confidential information:** By signing the contract with AFAP, the contractor agrees that EDPV is the owner of all the data/information collected from the survey. All the data and information related to these three surveys must be kept confidentially and the contractor shall not disclose the data/information to any other parties at any time.

Timeline of deliverables for all 3 surveys are summarised in the table below:

Deliverables	Baseline survey	Pre-release survey	Post-release survey
Household interview with completed questionnaires	28/11/2016-5/12/2016	17-24/2/2017	12-19/7/2017
Clean dataset	7/12/2016	26/2/2017	21/7/2017
Draft report	12/12/2016	3/3/2017	26/7/2017
Final report	19/12/2016	10/3/2017	31/7/2017

E. Selection criteria/expected qualifications

The required qualifications of the contractor are as follows:

- The principal investigator needs to be a current staff of an academic/professional agency (e.g., university, research institute/center, professional association, survey-specialised company, etc., with appropriate legal status in Vietnam);
- The principal investigator should:
 - Be a researcher with at least a master degree (or equivalent) in social sciences, community development, sociology, epidemiology, community/public health and/or related field;
 - Have at least three years of experience in community health/social research in Vietnam (total time of experience is defined as cumulative time working as a researcher or working for relevant research projects/organisations in relevant work positions);
 - Have at least 2 publications/reports (primarily written by the investigator) on community health/social surveys;
 - Have skills on community health/social survey coordination, data collection, data management and writing field report following a designed study protocol which will be provided by EDPV upon selection;
 - Have no conflict of interests with EDPV (i.e., no affiliation with EDPV, NIHE, Pasteur Institute Nha Trang, Khanh Hoa Department of Health, AFAP, Monash University; no family relation to EDPV staff; no potential of opposition to EDPV's or EDP's work, etc);
 - Adhere to AFAP's policies and instructions regarding child protection and other policies undertaking this assignment.

F. Budget:

- Proposed budget for each survey should be around AUD 6,000. The total cost that EDPV will pay to the contractor for implementation of the 3 surveys will not exceed AUD 18,000. The contractor and EDPV will discuss and agree on a detailed budget/cost norms for the 3 surveys before signing the contract. Total budget should include fieldwork expenses.
- The contractor has responsibility to arrange and pay for all costs related to the field work, data management and report writing for the 3 surveys, including travel, insurance (as needed) and personal income tax of survey-implementers in accordance with the law of Vietnam.
- The contractor and employer will sign a contract with AFAP (on behalf of EDPV) for the implementation of all 3 rounds of survey but the continuance of the contract is conditional on the satisfactory implementation of the 1st survey and the 2nd survey, as assessed by EDPV.
- The contractor is required to provide AFAP with a valid receipt for the money received for the services.

G. Details of the tender and deadline for application:

A full application should include:

- Copy of curriculum vitae(s) of the key investigator and other team members (if relevant). CV should clearly indicate the current and previous organisations and/or agencies to which the investigator is/was affiliated, education background, relevant professional experiences, list of publications and/or other relevant research- or survey-related work (such as technical reports, presentations, etc), contact information of the investigator and at least 2 referees from previous work done in similar fields;
- Letter of commitment specifying availability to conduct the study during the requested period;
- At least 2 samples of publications/reports primarily written by the investigator.

*Interested contractor should submit their application by **5:00pm 20th November 2016** to email address: procurement@afapvn.org.*

For any queries, please contact EDPV Field Office at 058.35661545.