Call for Proposals: COVID-19 Regional FETP Leadership Communities of Practice Project

Project Overview

The Centers for Disease Control and Prevention (CDC) is partnering with TEPHINET to establish regional communities of practice that facilitate the exchange of challenges and ideas with an initial focus on the COVID-19 pandemic. The overall goal is to provide an environment conducive of collective learning, sharing of emergent needs and best practices, and strengthening the connection among professionals in the field of epidemiology.

The target audience for these regional communities of practice includes Resident Advisors (RAs) and Program Directors of Field Epidemiology Training Programs (FETPs) across 6-7 regions based on language and time zone compatibility. FETPs have been at the forefront of their country’s preparedness and response efforts. FETP Resident Advisors’ and Program Directors’ need for technical assistance for their programs’ country response efforts increased dramatically at the same time that CDC, the World Health Organization (WHO), and other organizations with technical expertise needed to halt or limit travel, severely limiting provision of in-person support.

The virtual platform for these communities of practice will be on TEPHIConnect. TEPHIConnect is TEPHINET’s online and mobile networking platform created for FETP members and alumni. TEPHIConnect was developed to conduct this type of activity, already has access to some of the target population, and has the logistical capacity to host these communities of practice.

The main activities for this project include:

- Virtual meetings or calls on specific themes or subjects, with subject matter experts joining
- Specific agendas and topics will be driven by the field
- Volunteer programs will present a "case," challenges or issues
• An FETP representative from CDC headquarters will act as a resource and subject matter expert (SME) to help troubleshoot

Sessions will be live and topic-driven and may include the program presentation, individual challenges for discussion, exchange of ideas, success stories and lessons learned among programs, CDC guidance and support, etc.

**Project Team:** The project team will include TEPHINET and CDC staff who contribute both technical and logistical support.

**Project Timeframe (Phase I):** March 2021 to September 2021

**Work Location:** Anywhere (Contractors do not need to be in Atlanta.)

### Application Process/Call for Proposals

**Who Can Apply:** Independent consultants, organizational contractors

**When to Apply:** Applications will be accepted on a rolling basis

**What to Submit:**

1. Background/qualifications (a curriculum vitae [C.V.], or, if an organization, an organizational profile; and relevant portfolio samples)
2. Proposed approach to responding to the expected project outputs described below (clearly identify which end products/activities you are responding to)
3. Proposed work plan (including estimated timeline, budget, and work products)

**How to Apply:** Please submit the requested materials and/or any questions to Juan Pablo Sanchez, Project Manager, at jpsanchez@tephinet.org and copy Stephen Kim, Project Coordinator, at skim@tephinet.org.

### Project End-Products

**Deliverables:**

• Recruit target audience members to platform and ensure they have access
• Solicit session topics themes relevant for each region
• Prepare materials and brief orientation to the CDC SME prior to the session
• Promote and facilitate live sessions
• Oversee day-to-day engagement with target audience
• Conduct at least 2 sessions per region
• Conduct live sessions and share resources in appropriate languages
• Submit monthly progress reports

Evaluation:

• Conduct initial pilot session for review and modifications
• Invite (3-5) TEPHINET and CDC staff as observers
• Facilitate debrief (both observers and 3-5 target participants)
• Incorporation of debrief recommendations
• Develop pre- and post-test/assessment (including for the pilot session)
• Conduct a mid-point assessment to provide opportunities for review and improvement

Expected Outcomes:

• Guided peer-to-peer exchange
• Increased quality of FETP engagement in their countries' pandemic responses
• Increased "reach" of CDC’s SME and technical assistance to FETPs

>>> To view this call on our website, please visit: https://www.tephinet.org/call-for-proposals-covid-19-regional-fetp-leadership-communities-of-practice-project