AMENDMENT 0012

BROAD AGENCY ANNOUNCEMENT (BAA)
Number DHAPP-BAA-15-002

"FY15 – FY16 Department of Defense HIV/AIDS Prevention Program: Military Specific HIV/AIDS Prevention, Care, and Treatment Program for PEPFAR (President's Emergency Plan for AIDS Relief) Funded Countries"

The purpose of this Amendment 0012 is to incorporate the following:

NHRC/DHAPP is accepting "Concept papers" for Zambia as described below through 9 November 2015.

NOTE: Each narrative is a standalone effort and should not be combined with another narrative and all the program elements (tasks) in each specific narrative must be addressed in that concept paper submission.

E-mail address for submission of Concept Papers: usn.nhrc.dhapp@mail.mil

Eligible Applicants are requested to submit **Concept Papers** following the guidelines and format provided in the DHAPP BAA-15-002, Section IV.

All respondents must demonstrate the active support of the in-country military and the DoD representative in the corresponding U.S. Embassy in the planning and execution of their proposals. The selected Grantee is the Implementing Partner and will be referred to as IP in this document.

Zambia: ZDF Clinical Laboratory Services Scale-Up

	Phase 1	Phase 2	Phase 3	Phase 4
HLAB	$150,000	$150,000	$150,000	$150,000
OHSS	$500,000	$500,000	$500,000	$500,000
TOTAL	**$650,000**	**$650,000**	**$650,000**	**$650,000**

Proposals are requested to support the Zambia Defense Force (ZDF) to achieve 90-90-90 goals for HIV epidemic control among military personnel, their families, and the surrounding communities over the life of this project. The TBD partner will work with the ZDF Defense Force Medical Services (DFMS) to scale-up the military clinical laboratory program to demonstrate impact on HIV testing, linkage to care, ART uptake, other combination prevention, and viral suppression.
Department of Defense HIV/AIDS Prevention Program (DHAPP) programming to support the ZDF will focus on the following technical areas: 1) Clinical Laboratory and 2) Health Systems Strengthening. Within the proposal the partner will need to demonstrate transition of programmatic capabilities and capacity to the military over the life of the grant.

The TBD partner must work in complete coordination with the ZDF DFMS, the DHAPP/DoD Program Manager based at the US Embassy in Lusaka, and the DHAPP Headquarters Team. The Grantee is the Implementing Partner and will be referred to as IP in this document.

Clinical Laboratory Budget Code Narrative (HLAB) $150,000:
The IP will work closely with the ZDF in four selected military health centers which are providing ART coverage in the Southern, Central, Copperbelt and Lusaka Provinces to strengthen clinical laboratory diagnosis and monitoring capabilities by training and capacity building of staff, institutionalizing Internal Quality Control (IQC) and quality assurance (QA) services for HIV clinical laboratory services, ensuring equipment maintenance, and monitoring of these processes.
The IP will be responsible for:

- Providing a comprehensive training framework package for a of minimum 20 ZDF staff in IQC and External Quality Assurance (EQA) to improve capacity in ZDF clinical laboratories. This package to improve the quality and competency of clinical lab staff should include, but is not limited to: 1) Hands on initial, annual, and refresher training on biosafety, specimen transport, and HIV test assays, and equipment maintenance; 2) Proper documentation of QA laboratory processes, and QC of test results; 3) Planning and implementation of IQC programs for HIV test providers; and 4) Hands on initial, annual, and refresher training for EQA for HIV tests. Training package outcomes should, at a minimum, include: 1) pre and post tests to measure baseline knowledge and identify areas for improvement and additional training; 2) competency assessment templates for HIV related assays; 3) QA/QC templates to document and monitor HIV related laboratory activities; and 4) TA support visit reports that monitor the program and identifies best practices and recommends areas for improvement.

- Developing a plan to implement, monitor and evaluate a sustainable EQA for HIV rapid diagnostic test (RDT) assays for all HIV test providers at the selected sites. Evaluation of the HIV RDT EQA program should include a mechanism to capture the EQA data, set pass/fail parameters, and a monitoring system that will include corrective action plans to assist in maintaining all test providers and test sites at the passing level.
- Developing a plan of improvement with ZDF stakeholders to address deficiencies in procurement and distribution of laboratory equipment, equipment maintenance, and supplies. Based on this assessment, the IP in coordination with the ZDF will develop a list of required equipment, equipment maintenance needs, and supplies.

Health Systems Strengthening (OHSS) Budget Code Narrative $500,000:
The IP will support the Zambia Defense Force Health System Strengthening (ZDFHSS) program to ensure efficiency and accountability of the current health commodity supply chain at up to 52 ZDF health facilities in seven (7) high burden provinces: Muchinga, Luapula, Northern, Lusaka, Central, North Western, and Copperbelt.
The IP will be responsible for:

- Conducting a needs assessment within three months of project implementation in collaboration with the ZDF to identify training needs and to determine current site performance to guide program planning. Sites demonstrating high performance will serve as a model for sharing best practices to other sites
- Timely procurement, receipt, and installation of laboratory equipment, including development of equipment maintenance tracking system.
- Phase 1 equipment procurement will include equipment for two sites (one site in Copperbelt and one site in Central Province), with each site receiving a CD4, hematology and chemistry machine. Other minor equipment such as refrigerators, centrifuges, pipettes, water distillation, etc. may be procured based on assessment of current sites.
- Implementation of an agreed upon logistics systems, including development, documentation and dissemination of logistics policies and procedures.
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- Conducting logistics trainings (initial and annual refresher) for a of minimum 175 ZDF personnel. Training participants will represent all HIV clinical and laboratory services across 52 sites. A pre- and post-training test will be administered to measure baseline knowledge level, set passing criteria, and identify areas for improvement and possible follow on training.
- Increasing supportive supervision of 52 ART and PMTCT ZDF sites to monitor performance with logistics systems, including a review of reports and system entries and stock status. Supervision will include mentorship activities to provide hands on technical assistance to trainees on supply chain management and logistics for laboratory supplies. This supportive supervision/mentorship program should include a

periodic reporting system that will capture the baseline performance of the logistics system, set outcome measurements, and implement a sustainable monitoring system that will include corrective action plans to address gaps in the system.

- Printing currently developed ZDF standard operating procedures (SOP), logistics management information system (LMIS) forms, workbooks, and training materials for logistics systems related to laboratory services, HIV testing, and ARVs.
- Conducting quarterly review meetings of logistics management data
- Rolling out Logistics Management Information System (LMIS) in 32 of the 52 selected ZDF health facilities to include:
    - Conducting an electronic LMIS (eLMIS) site assessment
    - Training 64 military personnel on eLMIS
    - Procuring computers and necessary accessories for installation and maintenance of the Electronic Logistics Management Information (eLMIS) system software (with the SDP version)
    - Providing technical support to these sites and develop a sustainable transition plan to the ZDF over the life of the grant
- Strengthening the quality improvement/assurance (QI/QA) plans of selected ZDF clinic and hospital facilities. The partner will work with these selected sites to draft QA/QI plans, support the facility staff to follow the QA/QI plans, and facilitate performance review with the facility staff to ensure service delivery adheres to benchmark standards. QA/QI plan development should include a periodic reporting system that aligns with SIMS reporting instrument, captures baseline data, sets outcome measurements, and implements a sustainable monitoring system for the QA/QI plan that includes corrective action plans to address gaps in the system.

WORK PLANS:

- **Grantee must submit annual, programmatic and financial, work plans to DHAPP Program Manager and DHAPP HQ (Budget breakdown per activity and for program management is required). Work plans include activities implementation timeline, including the M&E plan.**

REPORTING:

- **Quarterly Fiscal Reports: Grantee must submit quarterly programmatic and financial reports to DHAPP in order to monitor expenditures according to the program area(s) [HVAB; HVOP; etc]. The report template will be provided by DHAPP. Submit 30 calendar days after each reporting period (3/31, 6/30, 9/30, and 12/31).**
- **Interim Progress: Indicator Report: This report shall summarize progress in relation to the approved Work Plan as well as monitor grant deliverables. The Grantee shall submit quarterly indicator reports in accordance with the format provided by the Program Office within 45 calendar days following the end of the reporting period: 12/31, 3/31, 6/30**

and 9/30. The Recipient shall provide reports in accordance with the template provided by NHRC

- **Reports will follow DHAPP Headquarters and Country Team Templates**