CALL FOR APPLICATION
HOSTING AND MANAGING THE TropIKA.net INITIATIVE

The WHO Department of Knowledge Management and Sharing (KMS) and the Special Programme for Research and Training in Tropical Diseases (TDR) will transition out the managerial responsibility of the TropIKA.net initiative. Expressions of interest are invited from institutions in low and middle income countries to assume the responsibility for the leadership, management and hosting of the TropIKA.net initiative.

The selected institution (Leading Institution hereafter) will be expected to:

1. Lead, manage and host the TropIKA.net initiative;
2. Establish and coordinate a partnership with research institutions in low and middle income countries (LMIC) to run TropIKA.net;
3. Promote and raise funds for the sustainability of TropIka.net.

BACKGROUND
TropIKA.net (www.tropika.net ) was launched in 2007 as a global health initiative designed to provide equitable access to and share research knowledge and evidence on infectious diseases of poverty. TropIKA.net also supports the generation of new knowledge by enabling exchange and interaction among a wide range of stakeholders. TropIKA.net was established by TDR with financial support from the European Union in partnership with BIREME/PAHO/WHO in Sao Paulo, Brazil. It is currently managed by the WHO Department of Knowledge Management and Sharing (KMS). In line with WHO principles of promoting ownership by countries, the organization seeks to transition out the leadership and management of TropIKA.net to an institution in a LMIC, with whom WHO will continue to collaborate actively as a partner.

VISION and MISSION
The TropIKA.net vision is to foster innovation and knowledge application in the field of research on infectious diseases of poverty. Through collaborative approaches and the innovative use of sustainable information technology, the specific goals of TropIKA.net are to:
• **Inform** those who influence research on infectious disease of poverty through policy and funding and those who carry out tropical disease research;  
• **Enhance** the capacity of research communities and institutions to synthesize, generate and evaluate knowledge and set research priorities; and  
• **Connect** research communities, institutions and scientists locally and globally, as well as end-users of research, to facilitate knowledge sharing in order to promote knowledge translation for innovative interventions in public health.

**PARTNERSHIP/CONSORTIUM TO RUN TROPika.NET**

A TropIKA.net stakeholders consultation held at the National Institute of Parasitic Diseases in Shanghai, China, November 2011\(^1\), suggested that TropIKA.net be managed by a network of WHO Collaborating Centers from LMICs. This would provide the framework for active engagement of WHO, as well as provide the opportunity for the potential partners to feature their involvement in the TropIKA.net partnership as a major objective of their Terms of Reference for official designation and recognition as a WHO Collaborating Centre.

The relationship between the WHO and the “Leading Institution” selected through this call will be established through a Memorandum of Understanding, including the terms of reference for hosting and managing of TropIKA.net for an initial period of five years.

The “Leading Institution” will have responsibility to:  
1) establish the TropIKA.net Partnership;  
2) register TropIKA.net as an NGO or an association in the host country;  
3) develop a framework for engaging other interested entities;  
4) develop a framework to facilitate resource mobilization;  
5) develop and establish with input from partners, protocols for transparent management of partnership funds.

**ROLES AND RESPONSIBILITIES**

The TropIKA.net platform has been developed using non-proprietary, open source software and its original editorial content is available free of charge through an open access policy. The Leading Institution will be expected to maintain this unrestricted and free access to information and knowledge produced by TropIKA.net.

The proposed assignment of responsibilities of the parties is summarized below. This can be negotiated if a more effective arrangement is proposed.

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\(^1\) Meeting Report - Consultation on setting up an international Partnership for TropIKA.net, Shanghai, China, 14 - 16 November 2011, National Institute of Parasitic Diseases (available on request)
<table>
<thead>
<tr>
<th>Roles &amp; responsibilities</th>
<th>Leading Institution</th>
<th>Partnership members</th>
<th>WHO/KMS</th>
<th>WHO/TDR</th>
<th>Friends of TropIKA.net</th>
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</thead>
<tbody>
<tr>
<td>1. Official relationship with WHO</td>
<td>yes</td>
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<tr>
<td>2. Registration of TropIKA.net as an association or NGO</td>
<td>yes</td>
<td>yes</td>
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<tr>
<td>3. Setting up governance</td>
<td>yes</td>
<td>yes</td>
<td>Advisory role</td>
<td>Advisory role</td>
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<tr>
<td>4. Establishing &amp; coordinating partnership</td>
<td>yes</td>
<td>---</td>
<td>Advisory and administrative role (WHO CCs)</td>
<td>Advisory role</td>
<td>Advisory role</td>
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<tr>
<td>5. Making decisions</td>
<td>yes</td>
<td>Consultative role</td>
<td>Advisory role</td>
<td>Advisory role</td>
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<tr>
<td>6. Hosting TropIKA.net (technical and administrative)</td>
<td>yes</td>
<td>yes</td>
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<td>7. Producing content</td>
<td>yes</td>
<td>yes</td>
<td>Advisory role</td>
<td>Advisory role</td>
<td>Advisory role</td>
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<tr>
<td>8. Implementing workplan</td>
<td>yes</td>
<td>yes</td>
<td>Yes</td>
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<td>9. Managing budget</td>
<td>yes</td>
<td>yes</td>
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<td>10. Fundraising</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
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<td>11. Advocacy</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
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<td>12. Monitoring and evaluation</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
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**ELIGIBILITY CRITERIA TO THE “LEADING INSTITUTION”**

1. Must be based in a low or middle income country (LMIC);
2. Must be a public or semi-public research and/or development institution or university;
3. Must have staff with a track record in health knowledge management and sharing;
4. Must have good IT infrastructure, functional and staff capacity;
5. Must have a track record in research on infectious diseases disease(s) of public health interest;
6. Should be able to engage in South-South and North-South collaborations as well as technology transfer activities;
7. Should be a well-established and sustainable institution as evidenced by funded budgets over the past three years.

APPLICATION PROCEDURE

Interested candidate institutions are invited to send a proposal and required documentation by 30 October 2012 via email to: certaine@who.int

The email subject line must include "TropIKA.net partnership [institution name]".

The proposal should include:

1. Full name of the institution and the main contact person for this project (to be designated project coordinator), with full contact details.
2. A description of the institution mandate, structure, missions, collaborations and infrastructure (see the earlier section on selection criteria).
3. An outline of the institution's experience in running knowledge management projects, listing recent initiatives in this area.
4. A leadership and management plan for TropIKA.net describing:
   a. How TropIKA.net would fit with the mission of the institution
   b. How TropIKA.net partnership will become sustainable after devolution by WHO
5. Brief CV of project coordinator and staff involved.
7. Letter of support from the head of the institution.

A copy of the application should also be sent to the WHO Representative's Office in the applicant's home country for their information and records.

WHO/KMS will acknowledge receipt of applications by email within 2 weeks. An acknowledgement of receipt does not imply that the application is eligible for review. A committee of WHO/KMS and TDR appointed experts will review the eligible applications and recommend the final selection of applicants to WHO. The results will be announced in December 2012.

**DEADLINE FOR APPLICATION 30 OCTOBER 2012**

It is understood and accepted by the Interested Candidate Institution that it shall have no right of recourse, legal or otherwise, against WHO in the event that its application is not accepted. The Interested Candidate Institution shall bear all costs associated with the preparation and submission of its application. WHO will in no case be responsible or liable for such costs. WHO reserves the right to accept or reject any application, and to annul the call for applications and reject all applications received, without thereby incurring any liability to the Interested Candidate Institution that has submitted a proposal. WHO is not under any obligation to inform the Interested Candidate Institution of the grounds for the WHO action in this regard.

For further information please contact Edith Certaine certaine@who.int