

Deadline to apply is 2 October 2023

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About the Advocacy Fellows Program

1. History of the Advocacy Fellows Program

AVAC's Advocacy Fellows Program launched in 2009. The program supports emerging and mid-career advocates to design and implement advocacy projects focused on HIV prevention in their countries and communities. The HIV focus has since been expanded to broader health issues, including:

- Prevention of HIV, tuberculosis, COVID-19, sexually transmitted infections (STIs), other pandemics;
- Sexual and reproductive health (SRH);
- Pandemic prevention, preparedness, and response (PPPR); and
- Health equity and rights.

Advocacy Fellows carry out their projects while based at Host Organizations that serve as active partners in the Fellows Program. AVAC provides technical and financial support to Fellows—both salary and project budget—for the duration of the Fellow period (April 2024 – September 2025).

The Program fosters a network of deeply informed, skilled and confident advocates to strengthen and expand advocacy for prevention of HIV and other pandemic locally, regionally and globally. Their voices accelerate ethical research and equitable access to interventions, and their oversight demands accountability so that proven interventions reach those who need them most.

This round of applications will recruit the 13th cadre of Advocacy Fellows. Eighty-five fellowships were awarded between 2010 and 2022. The 2022 Fellows are currently implementing their advocacy projects and will complete their program in September 2023. To learn more about alumni and current Fellows and their projects, please visit www.avac.org/fellows.

2. Goal of the Advocacy Fellows Program

The program's primary goal is to expand and strengthen the capacity of civil society advocates and organizations to monitor and help shape the global response to the prevention of HIV and other pandemics with effective interventions in low- and middle-income countries with high disease burdens. Advancing this goal requires a focus on biomedical, structural, social, and behavioral considerations.

The program is guided by the belief that effective, sustainable advocacy grows from the interests and priorities of individuals and country level organizations. The Fellows program is implemented through a close collaboration among the Advocacy Fellow, the Host Organization, and AVAC.

3. Comprehensive approach to biomedical HIV prevention research and implementation

Most Fellows' projects include a focus on biomedical HIV prevention, which involves the use of an existing or potential biomedical product or intervention, such as PrEP (injectable, oral, vaginal ring, etc.), voluntary medical male circumcision or vaccines, among others, to protect against HIV and other STIs and pathogens. These biomedical interventions are at various stages of development and implementation. None of these biomedical interventions can work in a vacuum.

AVAC believes biomedical HIV and STI prevention and preparing for future pandemics needs to be part of a comprehensive approach that embraces behavioral and structural solutions. Biomedical interventions are most effective when delivered by quality programs; supported by providers, peers, communities; and used correctly and consistently by people who need and want them. Successful programs delivering treatment and prevention options must therefore be people-centered and offer comprehensive, integrated, biomedical, behavioral, and structural support. For details on the interventions and other areas of focus, please see [Section 23](#) below with [Resources and recommended reading](#) or visit <http://avac.org/prevention-options/>.

4. Advocacy for HIV prevention as a pathway to global health equity

We believe that ending AIDS – and preparing for future pandemics – means developing truly effective prevention that meets people where they are and delivering it expeditiously and equitably. It requires a commitment to building a comprehensive, integrated, and sustained response. Our approach is for rights-based, people-centered, evidence-informed advocacy.

We describe advocacy as process that seeks to create change: to transform values, attitudes, funding, policies, processes and/or behaviors at a community, national or global level. Advocacy Fellows are expected to develop projects that identify a change that is needed and lay out a set of activities that aim to affect that change.

For examples of Advocacy Fellows' projects, visit www.avac.org/fellows.

5. Benefits and support for Advocacy Fellows

Fellows receive technical and financial support during their Fellowship year. This includes:

- **Knowledge building, technical support, mentorship and advocacy development** to implement projects that advance the prevention of HIV and other pandemics, pandemic preparedness, sexual and reproductive health, and the structural factors that drive epidemics and pandemics. Both Advocacy Fellows and their Host Organizations benefit from the dynamic support.
- **Connection to a global network** of advocates, including current and alumni AVAC Fellows, researchers, implementers, government representatives, civil society leaders, health journalists, and other individuals and organizations in the field of health and rights.
- **Financial support** for project implementation over 18 months. Through a grant to the Host Organization, the Fellow receives full-time salary support, a budget for project execution and access to discretionary funding for specific travel, infrastructure needs, and information technology (IT) needs.
- **Overhead administration** funding to the Host Organization to cover costs associated with hosting a Fellow is included in the grant. Overhead costs incurred by the organization to administer the grant refer to expenses that are not directly attributed to the activity of the Fellows' project. Examples include: a portion of rent, phone, and some personnel costs of the Host Organization, such as the Host Supervisor's time, accounting and administrative staff time. Overhead costs are calculated at 10 percent of the total grant for indirect costs and an additional 10 percent specifically allocated for supervision and mentorship support.
- **Increased skillset**, including communications, project management, research literacy, advocacy and convening. See *Skillset Development* box below.

Key Skillset Development for Advocacy Fellows

Communications

- Conflict management/resolution
- Document development, writing, and editing; e.g., policy briefs, fact sheets, reports, and media articles, opinion pieces and press releases, etc.
- Media relations/engagement; e.g., interviews, trainings, media relationship building, etc.
- Meeting facilitation
- Public speaking; e.g., at conferences, press conferences, amongst peers, etc.
- Social media

Project management

- Financial record keeping
- Monitoring and evaluation
- Reporting
- Time management
- Work plan budget development and management

Research literacy

- Abstract writing
- Qualitative and quantitative data analysis
- Reading, reviewing and interpretation of scientific publications/information
- Research translation and presentation
- Scientific conference navigation

Effective advocacy

- Community engagement
- Development of advocacy action plans
- Evidence-based debating and negotiation
- Lobbying government bodies/elected officials
- Movement building/coalition creation
- Partner/ally recruitment and networking
- Problem solving /adaptability and strategic thinking

Planning/Convening

- Agenda development
- Campaigns, task forces
- Media workshops
- Meetings/trainings/workshops/events

Eligibility for 2024-2025 Program: Applicants

Application for the 2024-2025 programs requires submission of a CV or resume, an application form, which includes several essay questions, a brief project proposal, information about the applicant and proposed Host Organization, and financial documentation from the proposed hosting organization.

Below find more information about eligibility of applicants and Host Organizations.

6. Duration of the 2024 Advocacy Fellows Program

The Advocacy Fellows Program will run for 18 months, from April 2024 through September 2025.

7. Eligibility for the program: Applicants

To be eligible for the program, applicants must be:

- Emerging or mid-career community leaders and advocates interested in strengthening advocacy skills and advocating for prevention of HIV and other pandemics. While the primary focus is on HIV biomedical prevention interventions, applicants can also incorporate advocacy that includes sexual and reproductive health (SRH) and/or pandemic prevention, preparedness and response (PPPR). Read more about AVAC's focus at <http://avac.org/prevention-options/>.
- Individuals with experience or education in:
 - HIV, other pandemics, SRH, and/or PPPR or other areas of public health
 - Advocacy for key populations (e.g., sex workers, LGBTQ individuals, drug users, among others)
 - Advocacy for social and economic justice
- Individuals based in low- and middle-income countries with high HIV burdens and where HIV prevention research is ongoing or where new interventions are being introduced. To track HIV research and rollout, visit the [Prevention & Research Database](#) and the [Trial Map](#). **Please note that for 2024, the priority geographic focus is on eastern and southern Africa.**
- Individuals proficient in the English language.
- Individuals able to demonstrate awareness of ongoing HIV, other pandemics, SRH, and/or PPPR prevention in their respective countries and a willingness to learn more, although extensive knowledge is not required. They must also provide a strategic analysis of how to influence local landscapes.

8. Not eligible for the program: Applicants

Applicants will not be eligible for the program if they are in the following categories:

- Senior researchers, senior staff members (e.g., leaders of AIDS service or community organizations), funders or government employees, etc. Such applicants will only be considered under special circumstances, and any applicants who fall under this category should contact the AVAC team at fellows@avac.org **BEFORE** applying.
- Students who intend to use the Fellows Program to support work toward a thesis, dissertation, or academic degree.
- Seasoned HIV advocates who have been leading campaigns or related projects for five years or more. (AVAC would like to work with you but the Fellows Program is not the vehicle for this). Please contact us directly for other ways to be engaged in our programs
- Individuals who cannot take an 18-month leave from their job or from ongoing consultancies.

Role and Eligibility for 2024-2025 Program: Host Organizations

9. Role of the Host Organization

The Host Organization provides a physical space for the Advocacy Fellow to work from, the financial infrastructure for administering the Advocacy Fellow's grant, and most critically, support for the Fellow's activities. The Host Organization is an integral partner in each Fellow's project. Please see [Frequently Asked Questions for Host Organizations](#) for detailed information about the Host's role.

A proposed Host Organization may be the current organization where the applicant already works or volunteers or a new organization well-suited to the proposed project. It is essential that the Host organization and Fellow are well-matched and aligned in their goals. It is expected that applicants and potential Host Organizations have detailed discussions prior to the application process.

If an applicant proposes their current organization as their Host, there should be clarity about how they would transition their responsibilities if selected as a Fellow, so that the Fellowship activities are the primary focus of full-time work. The Host Organization's executive director or leader, the prospective supervisor and the relevant finance or grants administration staff should all review the document [Frequently Asked Questions for Host Organizations](#). Please also see [Tips for Approaching a Host Organization](#).

10. Role of the Host Supervisor

- The Host Supervisor is expected to give a small percentage of their time to overseeing and advising the Advocacy Fellow on program activities, ensuring that the project is integrated into current organizational activities, that the Fellow is on track both programmatically and financially, and, where applicable, working with the Fellow to identify ways to sustain and build on activities upon completion of the Fellowship.
- The Host Supervisor is the primary supervisor for the Fellow. As well as reviewing reports, advising on strategy and overseeing implementation, they are also expected to link the Fellow/project to other relevant organizational partners and ensure that proposed plans are appropriate to the context and protocol of the community/country. The Host Supervisor will also ensure that others in the Host Organization are kept abreast of the Fellowship project progress.
- The Host Supervisor will be requested to join the Fellows' Orientation Workshop and quarterly teleconferences with the AVAC team, as well as complete Interim and Final Programmatic Reports. They may also be invited to meetings and trainings organized by AVAC.

11. Criteria for Host Organizations

Please consider the following criteria when approaching and proposing a Host organization. Refer to our [Tips for Approaching a Host Organization](#) guide, which has useful suggestions for approaching organizations to discuss the potential of them acting as a host. Please keep in mind the following criteria for an organization to be eligible as a Host Organization. The organization must be:

- Non-governmental, civil society, faith-based or community-based organizations or research/academic institutions with documented experience in HIV, PPPR and/or SRH advocacy. Exceptions can be made for others.
- Open to working in prevention for HIV and other pandemics, PPPR, and/or SRH advocacy and to considering ways to integrate this into their current work portfolio, if not already doing so.
- Open to working with key populations such as sex workers, LGBTQ, drug users, etc.
- **Financially eligible organization.** Host Organizations are required to submit relevant documentation including proof of organization's legal designation, a copy of the most recent audited financial statements, annual budget, an organizational chart, a copy of the organization's human resources' policies and procedures, and any other relevant information on finance and accounting systems.
- Committed to working with Advocacy Fellows to develop and share joint goals, roles and responsibilities.

- Willing to assign a Host Supervisor (see below) to the Advocacy Fellow and clearly define expectations of the Fellow in the work plan.

Please note: Only under specific circumstances will current AVAC grantees be considered to host a 2024 Advocacy Fellow. Please contact AVAC (fellows@avac.org) before proposing a Host Organization that is currently an AVAC grantee.

See this [list](#) for current and previous Host Organizations.

12. Applicants without Host Organizations

Applicants who have not identified a potential Host Organization are welcome to apply. However, priority will be given to applicants who have secured support from a proposed Host Organization. Strong candidates who do not have a Host Organization will be considered on a case-by-case basis. When applying, the applicant should describe efforts to secure a Host Organization and list the organizations approached.

Please see the [list](#) for current and previous Host Organizations and, if you have not already, reference AVAC's [Tips for Approaching a Host Organization](#).

13. Host Organizations in search of a Fellow

At this time, AVAC is accepting applications only from individuals. If your organization is interested in hosting an Advocacy Fellow, please contact us at fellows@avac.org to explore this possibility, as we may be looking to pair strong applicants with Host Organizations.

Note: Applications from existing AVAC grantees (currently hosting a Fellow or receiving other grants) will only be considered in specific circumstances. Applicants must first discuss this with AVAC before submitting a proposal to Host a Fellow for 2024.

14. Information required from proposed Host Organizations during the application process

As part of the application process, the primary Host Organization will be expected to submit information and background documents as listed below. (See [Timeline](#) in Section 22 below.)

- **Phase 1:** *With initial application:* Host Organization information form; Letter of Support from Host Organization
- **Phase 2:** *If the applicant is shortlisted, then they will have to provide the Host Organization's:* Proof of organizational registration; Mission statement or charter
- **Phase 3:** *If the applicant is accepted into the Fellows Program, the Host Organization **MUST** submit the following information:* completed [Host Commitment Form](#); most recent audited financial statement; annual budget; organizational or staffing chart; organizational human resources manual/policies; organizational finance policies; list of organizational benefits package; two external Host Organization references

Scope of Advocacy Projects

15. Topics and advocacy focus areas for proposed projects

The ultimate objective of the Fellows Program is to enhance advocacy skills to pave the way for ethical development of and global access to effective HIV, SRH, and pandemic prevention options, as part of a comprehensive and integrated pathway to global health equity. Advocacy Fellows design and execute activities to affect specific changes along the continuum of HIV prevention research to rollout (or other pandemics, SRH or PPPR) in their chosen contexts at the community, national, or regional level. Visit www.avac.org/fellows to learn more about current and alumni Fellows' projects.

What is AVAC looking for in a project proposal? A successful project proposal identifies a gap or need that can be filled by civil society engagement, maps the steps and activities to fill that gap, defines targets and desired outcomes, identifies allies, and provides ways to measure progress and evaluate whether the change has occurred.

When proposing projects, most applicants focus on influencing the research agenda, affecting or accelerating the product introduction process or improving implementation or delivery of proven interventions. Below, find examples of advocacy goals and projects as well as those that are not appropriate. We are also interested in projects that focus on preparing for future pandemics as well as SRHR and structural determinants of health.

Priority will be given to projects in eastern and southern Africa where biomedical HIV prevention research is planned or ongoing (for new PrEP formulations and compounds, multi-purpose prevention technologies, antibodies, HIV and STI vaccines, and cure research) and/or where there is a need for the delivery or scale-up of proven biomedical interventions.

Research Advocacy: Below are examples of objectives. Other innovative ideas are encouraged.

Applicants interested in influencing the HIV prevention research process are encouraged to submit proposals that have clear goals for wanting to address trial design, results dissemination, community engagement, and planning for access to eventual products. Please note that the Fellows program is not intended for developing or conducting a research project nor is it to build research capacity.

EXAMPLES OF RESEARCH ADVOCACY

- Building civil society capacity to engage and influence research – building coalitions, knowledge, skills and relevant relationships; holding the government accountable to relevant commitments (such as the 2008 Bamako Agreement, which asks each country to commit 2 percent of the national health budget to health research and development).
- Mapping and monitoring in-country approval of clinical trials by both regulatory bodies and ethics bodies; advocating for speedy trial approval; advocating for better engagement with regulatory authorities.
- [Good Participatory Practice](#) (GPP): advocacy for deeper community engagement (e.g., consider how research teams in your country share information and elicit input when designing studies). Translating science to help civil society better understand and engage more in research.
- Advocating for sustained financial support for ongoing research (e.g., what can advocates in your country do to support research globally and domestically?)
- Managing expectations around efficacy trials: there are a number of efficacy trials currently underway or planned – what role can advocates play in preparation/anticipation of results, ensuring appropriate messaging?
- Providing feedback to inform new research trial designs and translating difficult research protocols to the community.

NOT APPROPRIATE AS RESEARCH ADVOCACY GOALS

- Trial recruitment, retention, community engagement related to a specific trial.
- GPP implementation for a specific research site or for an ongoing or planned study.
- Initiating research of any kind, such as medical, social or behavioral.

Product Introduction Advocacy: Below are examples of advocacy objectives for newly developed products. Other innovative ideas are encouraged.

Applicants interested in projects to accelerate the introduction of newly proven interventions can consider proposals to address: the process for product introduction and civil society's role in that process. Click [here](#) for information on the product introduction process. They can consider policies that need to be developed and/or adapted to support rollout. Examples of biomedical interventions currently in this phase and poised for introduction include the dapivirine vaginal ring (DVR) and long-acting injectable PrEP.

EXAMPLES OF ADVOCACY RELATED TO NEW PRODUCT INTRODUCTION

- Influencing ministries of health and other leadership to champion the rapid introduction of new prevention interventions.
- Influencing the development of policies to support the promotion and distribution of new interventions in alignment with sexual and reproductive health and rights (SRHR).
- Increasing budget allocations by the government and development partners to support promotion and distribution of new interventions.
- Ensuring community and end-users have influential involvement in the development of the national introduction plans, including demonstration studies, demand creation strategies, and training materials.

NOT APPROPRIATE AS ADVOCACY RELATED TO PRODUCT INTRODUCTION

- Awareness-raising about a new product, such as PrEP or the dapivirine vaginal ring, without a larger purpose or advocacy goal.
- Participating in the delivery of services, such as HIV self-testing or PrEP.

Implementation Advocacy: Below are examples of advocacy objectives for existing products. Other innovative ideas are encouraged.

Applicants interested in advocating for more effective implementation of existing, proven biomedical interventions (such as VMMC, daily oral PrEP and U=U) can address the inequitable access to available options (especially among criminalized key populations), limited data availability, limited civil society capacity to engage with scale-up, shrinking funding and lack of urgency among competing priorities.

EXAMPLES OF IMPLEMENTATION ADVOCACY

- Advocacy for policy or guidelines that affect access to existing products. For example, mapping if there are guidelines for differentiated service delivery, self-testing or pharmacy of prevention tools; and advocating for more ambitious targets in existing guidelines and/or national budgets.
- Translation of policy into programs and access for key populations.
- Advocacy for domestic and global financing of prevention products, programs, and infrastructure (e.g., influencing national strategic plans and budgets, influencing the Global Fund and PEPFAR country operating plans)

NOT APPROPRIATE AS IMPLEMENTATION ADVOCACY

- Awareness-raising about existing interventions (e.g., viral load testing) without a broader purpose and advocacy goal.
- Delivering prevention services.

Projects integrating structural change are encouraged, provided the project includes a clear linkage to the broader HIV prevention and/or other pandemics landscape. Examples may include but are not limited to advocacy for universal healthcare, decriminalization of key populations, gender-based violence mitigation, human rights, and other social and economic justice campaigns. Structural objectives are a priority in the UNAIDS targets aiming for less than 10 percent of countries with punitive key population laws and policies; and less than 10 percent of populations experience gender inequality and violence.

Projects integrating pandemic prevention, preparedness, and response advocacy are encouraged. The COVID-19 pandemic laid bare the inequities in the global response. Even now, the percentage of people fully vaccinated in Africa remains far lower than in the Global North, while manufacturing of COVID-19 vaccines has, for the most part, been absent. Furthermore, HIV status is a risk factor for worse COVID-19 outcomes and the new pandemic has interrupted HIV services across the globe, challenging viral suppression targets. Just as HIV science has informed COVID-19 vaccine development, HIV advocacy paves the way for action against COVID-19 and future pandemics. Pandemic prevention and equitable responses to future pandemics are essential to global health equity and sustaining the HIV response. Fellows can select to integrate pandemic prevention, preparedness, and response (PPPR) advocacy into their HIV projects.

Projects integrating sexual and reproductive health (SRH) are encouraged, with a particular emphasis on prevention of sexually transmitted infections (STIs), advocacy for STI vaccine development, rollout and access to multi-purpose prevention technologies (MPTs), and integration of family planning, SRH, and HIV prevention. Integrating HIV and sexual and reproductive health (SRH) is the future of prevention. To end the HIV epidemic, it's fundamental to put women at the center of the response. This means making it easier for women and girls to access quality, comprehensive HIV/SRH care where and when they feel comfortable, bringing down barriers, and developing multipurpose prevention technologies (MPTs) that address many SRH needs with a single product.

16. Ineligible topics for advocacy projects

The following are examples of projects that are not eligible to be Fellows' projects:

- Academic projects such as thesis research, formal research protocols or other research that requires regulatory approval.
- Activities undertaken by a research site in support of a specific trial or trial-related goal such as a specific sub-study.
- Projects submitted by employees of trial sites that aim to implement specific aspects of a clinical trial or site-specific activity such as community advisory board development, formative research or implementation of site-initiated community engagement/Good Participatory Practices.
- Projects focusing only on trial results dissemination.
- Projects focusing only on research literacy.
- Projects focusing only on awareness raising.
- Projects targeting only the media.
- Clinical, behavioral or other research projects.
- Provision of service delivery.

17. Project proposals in the application

The application process is designed to help AVAC to learn more about applicants' strategic thinking and familiarity with broad areas of biomedical prevention research and implementation. While a detailed proposal is not expected, enough information must be provided on goals, proposed outcomes and strategies.

Successful applicants will take the time to consult www.avac.org, trial websites, and media resources such as searchable databases of national and local newspapers to learn more about what is happening in their respective contexts.

Once selected, Fellows will work closely with the AVAC team and their Host Organization to shape their project during an intensive planning phase to help each successful applicant to develop their proposal into a detailed work plan and budget. The workplan and budget development process will take place during the first two months of the Fellowship period (April-June 2024).

Financial Overview of Fellows Program Grants

18. Grant agreement: Advocacy Fellows, Host Organizations, and Host Supervisors

AVAC and the Host Organization will enter into a subgrant agreement that covers the duration of the program. The Fellows Program grant includes 18 months of salary for the Advocacy Fellow, an activity budget for the Advocacy Fellow's project, and overhead costs for the Host Organization and Supervisor. The Host Organization is responsible for administering the Advocacy Fellow's payroll, paying vendors, advancing cash and other financial matters.

Each Fellows Program grant includes an allocation for overhead costs. Overhead costs are calculated as 10 percent of the total grant. These are costs incurred by the organization to support all activities that are not directly spent on the Fellows Program activity — for example, rent, phone, some personnel costs, accounting and administrative staff time. An additional 10 percent is allocated for supervision support.

The Host Organization, with assistance from the Advocacy Fellow, is expected to submit mid-program and final programmatic and financial reports.

19. Calculating the Fellow's financial compensation

Salary for the 18-month fellowship is based on comparable full-time salaries at the Host Organization and in related NGOs in the Fellow's country. As noted above in the exclusivity expectation, in most cases a Fellow will commit 100 percent of their time to the Fellows Program.

In cases where up to 25 percent of Fellow time is retained for ongoing work at the Host Organization, that portion of their compensation will be paid by the Host Organization. This must be mutually agreed upon by AVAC, the Advocacy Fellow, and the Host Organization.

To determine the Advocacy Fellow's compensation, the Host Organization, and Fellow must provide information that confirms the candidate's salary history and comparable staff salaries within the Host Organization. Such information may include pay stubs/slips, Host Organization salary structure, and a copy of the host Organization's human resources manual with details on employee benefits.

It is important to emphasize the Fellow's compensation will only be set after they have accepted the Fellows Program award. Every effort will be made to ensure that Fellow receives adequate and fair remuneration at equitable levels across the cadre of Fellows.

Detailed Information on the Application Process and Timeline

20. Application review

The AVAC Fellows' team reviews all applications and interviews short-listed applicants. An independent external review committee made up of advocates, researchers, past Fellows and Host Supervisors then reviews applications of short-listed candidates and recommends finalists for AVAC's consideration.

21. Timeline: Application process

DATE	ACTIVITY
17 August 2023	■ Open call for 2024 Fellows applications
1 September 2023	■ Informational teleconference for potential applicants
2 October 2023	Phase 1 ■ Deadline – applications due
October 2023	Phase 2 ■ Shortlisted applicants notified regarding advancement to next stage ■ Additional financial information from the Host Organization is due two weeks after notification
November 2023	■ Interviews with shortlisted candidates and Host Organization
October – December 2023	Phase 3 ■ Final financial information from the Host Organization is due ■ External independent review process ■ Reference checks and final decision-making
January 2024	■ Selected Advocacy Fellows notified
January – March 2024	■ Preparation and signing of grant agreement
April 2024	■ Fellows Orientation Workshop: introduces new Advocacy Fellows and Host Organization Supervisors to the program
April 2024 – September 2025	■ Advocacy Fellows Program (full-time)

Detailed application steps:

Phase 1: Applicants must submit the application, along with their CV/résumé by **2 October 2023**.

Application items include:

1. *Applicant information form*
2. *Host Organization information form*
3. *Essay questions*
4. *Letter of support from Host Organization*
5. *Applicant CV/ résumé*

Phase 2: Applicants are notified if they have advanced to the next round. AVAC staff review all materials listed above and select applicants to advance to the short-list for consideration. Applications eliminated at this stage are generally those that do not meet basic criteria as listed in the application package and those whose ideas are not sufficiently developed to be considered for the program.

The Host Organization will be expected to submit the following documents within two weeks of notification of advancement to the shortlist:

1. *Proof of organizational registration*
2. *Mission statement or charter*

Phase 3: If the applicant advances as a finalist for the Fellows Program, the Host Organization MUST submit the following information:

1. *The most recent audited financial statement*
2. *Annual budget*
3. *Organizational or staffing chart*
4. *Organizational human resources manual/policies*
5. *Organizational finance policies*
6. *List of organizational benefits package; e.g., annual bonus, rent, transportation, insurance, retirement. Include and identify all statutory benefits (e.g., employment tax, social security, etc.)*
7. *Host Commitment Form*
8. *Two Host Organization references*

The Fellow must also submit **two reference letters** (not affiliated with the Host Org)

Additional Phase 3 activities include:

1. *Shortlisted candidates and proposed Host Organizations are contacted for interviews.*
2. *Shortlisted candidates are reviewed for recommendation by an independent committee.*
3. *Successful applicants and Host Organizations are notified and asked to confirm their acceptance.*
4. *Work planning development activities begin in April 2024. New Advocacy Fellows work with their Host Organizations and AVAC to develop a detailed 18-month work plan and grant agreement.*

For more information, see the **2024 Advocacy Fellows application materials** at <https://avac.org/fellows-applications/>.

22. How to submit an application

- Download and complete the [2024 Advocacy Fellows application form and accompanying materials](#).
- Submit to fellows@avac.org by **2 October 2023**.
 - Include all application materials in one email; do not send separate emails.
 - Write “2024 Advocacy Fellows Application – [Your Name]” in the subject line.

23. Resources and recommended reading

A good application will show some understanding of the current landscape in HIV prevention of HIV, STIs and other pathogens. The www.avac.org website is a good resource. Please refer to the [Prevention Options](#) section of AVAC's website for detailed information on the HIV prevention field including proven interventions, research, and advocacy strategies.

Prevention Options

- [Prevention Options](#)
- [Antibody Related Research](#)
- [Combination Prevention](#)
- [Condoms](#)
- [Cure](#)
- [Microbicides](#)
- [Multi-Purpose Prevention Technologies \(MPTs\)](#)
- [Pandemic Prevention Preparedness and Response \(PPPR\)](#)
- [Post-Exposure Prophylaxis \(PEP\)](#)
- [PrEP \(oral, injectables, rings\)](#)
- [PrEP Products](#)
- [Testing](#)
- [Treatment/U=U](#)
- [Vaccines for Prevention](#)
- [Voluntary Medical Male Circumcision \(VMMC\)](#)
- [Sexually Transmitted Infections \(STIs\)](#)

Resources and Databases

- [AVAC's Resource Database](#) – a searchable database containing educational and advocacy materials covering a wide range of issues on biomedical prevention of HIV, STIs, COVID-19 and emerging health threats
- [The HIV Prevention Research and Development Database](#) – a searchable database containing clinical trials and detailed information on products in development
- [HIV Prevention Clinical Trials Map](#) – Global trials
- [PrEPWatch.org](#) – AVAC's clearinghouse for PrEP data, research, access, implementation and advocacy across the globe
- [STIWatch.org](#) – Go-to source for the latest on STI diagnostics and vaccine R&D

24. About AVAC

The Advocacy Fellows Program is administered by AVAC.

About AVAC: Founded in 1995, AVAC is a non-profit organization that works to accelerate the ethical development of and global access to effective HIV prevention options, as part of a comprehensive and integrated pathway to global health equity.

Achieving our vision of a world without HIV, delivering a successful and effective HIV response, and attaining a robust global health advocacy environment depends on integrating strategies and approaches that include biomedical, structural, and social and behavioral considerations. While biomedical options are a critical entry point towards reducing HIV incidence, they are insufficient without a fundamental recognition and commitment to building a comprehensive, integrated, and sustained response. This entails designing programs that meet people based on who they are and where they are, rather than based on serostatus.

As an organization, AVAC is committed to coming together to interrogate our own privilege and power and to ensure we do better as allies and partners. We are committed to listening, responding and learning. And we commit to redoubling our work of advocating for equity, diversity, and social and economic justice as we continue to seek solutions to HIV and other public health crises.

AVAC's ongoing policy, advocacy and outreach work are made possible through the dedicated labor of AVAC advocate partners, and support from amfAR, the Bill & Melinda Gates Foundation, UNAIDS, the United States Agency for International Development (USAID) and many generous individuals who have become AVAC members and contributors through the Combined Federal Campaign (CFC). AVAC does not accept funding from the pharmaceutical industry.

Read the [AVAC story](#) here.

25. Contact information

For more information about the Fellows Program, please visit the [AVAC website](#).

For questions about the application process, contact us at fellows@avac.org.

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To stay updated on the state of the HIV prevention field and on AVAC programs, [sign up for our e-mail newsletters](#).

About AVAC

AVAC is an international non-profit organization that leverages its independent voice and global partnerships to accelerate ethical development and equitable delivery of effective HIV prevention options, as part of a comprehensive and integrated pathway to global health equity.

Follow AVAC on Twitter @HIVpxresearch; find more at www.avac.org and www.prepwatch.org.