

Request for Expressions of Interest:
Intake No-Cost, Multi-Year Technical Support for
Carrying Out a Quantitative 24-Hour Dietary Recall Survey at Scale

About *Intake*

Intake is a Center for Dietary Assessment established at FHI Solutions in 2016 with funding from the Bill & Melinda Gates Foundation. *Intake* aims to strengthen policies and programs to improve nutrition and health by increasing the availability, quality, comparability, and use of individual-level dietary data in low- and middle-income countries (LMICs). The motivation for establishing *Intake* was to fill a gap in the availability of technical resources to support the undertaking of high-quality dietary surveys that are needed to identify how diets are changing in LMICs, and how to address the growing gap between the diet consumed and a diet that is good for health.

Over the past six years, *Intake* has provided no-cost technical assistance to eight government-led, national or large-scale dietary surveys in LMICs (Ethiopia, Jordan, Kenya, Niger, Nigeria, Senegal, Viet Nam, and Zambia). Included among the key institutions with whom we have worked are: the Ethiopia Public Health Institute (EPHI), the Jordan Food and Drug Administration (JFDA), the Kenya Medical Research Institute (KEMRI), l'Institut National de la Statistique du Niger (INS), the International Institute of Tropical Agriculture (IITA) in Nigeria, Le Consortium pour la Recherche Economique et Sociale (CRES) and the Université Cheikh Anta Diop de Dakar (UCAD) in Senegal, the National Institute of Nutrition (NIN) in Viet Nam, the National Food and Nutrition Commission (NFNC) in Zambia.

The multi-year technical support we have provided to LMICs has ranged, to date, from: sampling design; protocol development; the compilation of conversion factor and food composition databases needed to support the collection, processing, and analysis of dietary data; supervisor and enumerator training; monitoring the quality of the dietary data collected; data entry and data cleaning; to the development of analysis plans for dietary data, and the carrying out of processing and analyses on the survey data collected. Six of the countries we have worked with have completed data collection and are now at the data processing or data analysis phase of work. Moving forward, we will provide technical support for use of the data to inform program policies and programs in each of the six respective countries with data already collected, to the extent *Intake* technical assistance is requested by national governments or other national stakeholders.

Some illustrative examples for how dietary data can be used for evidence-based programmatic and policy design across different sectors are given below.

Agriculture: To identify foods and nutrients lacking in diets to inform a country's agricultural R&D budget, value chain investments, and trade policy

Climate: To assess the environmental impact (e.g., water use, land use, etc.) of current diets and model future environmental impact scenarios

Food safety: To quantify risk of dietary exposure to specific pathogens and design appropriate food standards and regulatory systems

Health: To track effects of diet shifts on non-communicable diseases to inform health sector policy and investments

Nutrition: To develop national food-based dietary guidelines to inform national education and health materials and monitor adherence to dietary guidelines

Large-scale food fortification/biofortification: To inform the design and evaluation of national food fortification and biofortification programs

Social protection: To characterize dietary intake by factors such as age, sex, income, and geography to inform the design of social safety net programs

Economic: To inform food price policies, e.g., providing a subsidy to increase demand or imposing a tax to disincentivize consumption

The Opportunity

With new funding from the Bill & Melinda Gates Foundation, we are now able to accept expressions of interest from additional LMICs who are interested to receive *Intake* no-cost multi-year technical support for the undertaking of a large-scale quantitative 24-hour dietary recall survey to inform program and policy decisions across multiple sectors.

When *Intake* provides technical support to a LMIC for a national dietary survey, we help to ensure that the data collected will be high-quality, analyzed using appropriate statistical methods, and used to inform program and policy design to benefit the broader population.

In our country technical assistance work, we review and provide comments on materials produced by country counterparts; we provide trainings and workshops; we participate in country-led meetings and workshops; and we provide inputs in the form of protocol sections, sampling plans, data collection and analysis plans, tools, and templates to advance the planning and design of various survey-related activities. We also help to ensure that gender considerations are integrated into the design of dietary surveys.

Every country survey we support is different. In all cases, we tailor our work to the systems, capacity, and resources available in a country for carrying out a particular task related to dietary data collection, analysis, and use.

How We Work

When we provide technical support to a country for a dietary survey, it is the country who leads the work, not *Intake*. This is a core principle of how we work, to ensure that the countries we work with retain rightful ownership of the survey process and the data collected, for it is the country who has made the commitment to undertake the dietary survey; it is the country who has secured the funds for the survey; and it is the country with responsibility for reporting to their survey stakeholders. Likewise, it is the country who has full responsibility for managing the survey budget and for taking all survey-related decisions. Our role at *Intake* is thus not one in which we do the survey work for countries, but one in which we aim to work flexibly and responsively as a technical partner to country teams, to provide technical guidance where, when, and how a given country indicates is most helpful. Our technical engagement with countries is tailored specifically to each country's unique expressed needs; and, as a result, the level and type of technical assistance support we provide varies greatly across countries.

We work with each country at the pace determined by the country as feasible and appropriate to meet their country commitments. This timeline is often guided by donor requirements, the timing for disbursement of

funds to countries to implement survey activities, the availability of country teams to devote the required time to the survey, and external, often unforeseen factors, such as COVID-related restrictions on group gatherings, travel, and data collection. Working within this context, we are careful to orient our technical guidance to each country according to survey-specific priorities and circumstances, and time and budget constraints. Our way of working is to provide choices and considerations to countries, and to highlight the trade-offs of different survey decisions – while also sharing what we recommend as best practice.

Countries interested in receiving *Intake* technical support should note that we are currently providing all technical support and capacity building activities to countries remotely. If travel to the country is requested for *Intake* to provide an in-person training, or to attend a meeting, we request a nominal fee be paid by the country, to help cover the travel costs incurred by *Intake*. Specifically, for any requested *Intake* travel to a country that we partner with, we will request the following cost-share:

One week of travel (per *Intake* person): \$2500 cost share provided by country

Two weeks of travel (per *Intake* person): \$3500 cost share provided by country

Three weeks of travel (per *Intake* person): \$4500 cost share provided by country

We note that the above cost-sharing plan will not result in any profit to *Intake* or FHI Solutions.

Application Process

If you are interested in receiving no-cost, multi-year technical support from *Intake* for carrying out a quantitative 24-hour dietary recall survey, please return responses to the below questions to feedback@intake.org before August 31, 2023. This deadline is extended from the original April 15, 2023 deadline.

If you would like a call with *Intake* before submitting your expression of interest, please write to us at feedback@intake.org to let us know.

1. Please describe your motivation for receiving no-cost technical support and capacity building from *Intake* for work related to carrying out a quantitative 24-hour dietary recall survey.
2. Please describe the objectives of the survey that is planned.
3. Please confirm if the dietary survey that will be carried out is a multi-pass quantitative 24-hour dietary recall survey or if a different method is planned to be used to conduct the dietary survey. If you are planning to use a simpler method for collecting dietary data (i.e., not a multi-pass quantitative 24-hour dietary recall survey) please scroll to the end of this document and read the section entitled, "Additional Opportunities for Technical Support."
4. Please describe who will be the lead agency for the survey in the country and who will be the survey partners carrying out the work in country, to the extent this has been established.
5. Please comment on the extent to which the plans for the survey will include the engagement of country team members who collectively have expertise across different technical sectors (e.g., nutrition, health, agriculture, sampling, statistics).
6. Please comment on where in the survey process the team is currently:
 - i. In the process of securing funding;

- ii. Funding is secured; in the process of preparing the protocol for the survey;
- iii. Other (please specify).

As part of your response, please confirm if full or partial funding for the survey has been secured, or if all funding for the survey is currently in the process of being secured.

7. Please comment if the dietary survey that is planned will be a nationally representative survey or at what level the survey is planned to be representative and have geographic coverage across the country.
8. Please describe the projected timeline for the survey, from the stage of work at which the team is currently until the time when it is hoped that the dietary data will be fully collected, processed, cleaned, and analyzed.
9. *Intake* typically recommends using the [INDDX24 Dietary Assessment Platform](#) for dietary data collection and using SAS for carrying out statistical analysis of the dietary data collected.

There is a cost associated with using INDDX24 but when INDDX24 is used for data collection, there is no additional data entry required because INDDX24 is a technology-based system for which the data are collected on a tablet and immediately sent to a server. Studies carried out in Burkina Faso and Viet Nam have demonstrated [time- and cost-savings associated with the use of INDDX24](#) in comparison to using pen and paper for data collection¹. Countries should note that *Intake* manages the INDDX24 Dietary Assessment Platform. The fee for use of INDDX24 is for maintenance of the software and related server costs. LMIC government surveys receive a discounted price for using INDDX24 and free technical support for all INDDX24 technical support and any troubleshooting issues.

Please comment if you are open to considering using INDDX24 for dietary data collection and if the country team expects to be able to access SAS software for analysis of the dietary data collected.

10. Please describe in what technical areas (see list below) the country team has an interest in working with the *Intake* team. Please note that *Intake* is available to provide technical support and capacity building across all the below areas, as well as other potential areas identified as needs for technical support by countries. Please do not feel a need to limit the areas of interest for receiving technical support and capacity building if all areas are of interest. *Intake's* preferred way of working is to provide technical support and capacity building across the full survey cycle, from the planning stage and pre-survey work, through to data analysis and data use for informing programs and policies.

Possible technical areas for *Intake* technical support and capacity building:

- Protocol development for the dietary component of the survey (including technical support for sample size determination)
- Sampling method and calculation of sample survey weights
- Development of the food, recipe and ingredient list (FRIL) for the survey
- Assignment of portion size estimation methods (PSEMs) for the survey
- Development of standard recipes for the survey
- Compilation of the PSEM conversion factor database for the survey
- Compilation of the food composition database (FCDB) for the survey

¹ Adams, K., Bell, W., Somé, J., Colaiezzi, B., Wafa, S., Rogers, B., & Coates, J. (2023). The cost and cost efficiency of conducting a 24-h dietary recall using INDDX24, a mobile dietary assessment platform, compared with pen-and-paper interview in Viet Nam and Burkina Faso. *British Journal of Nutrition*, 129(3), 535-549. doi:10.1017/S0007114522001362

- Preparation and use of 24hr dietary recall collection instrument (e.g., INDDX24 Dietary Assessment Platform)
- Training of trainers for dietary data collection
- Dietary data processing
- Dietary data cleaning and quality assurance
- Dietary data analysis, reporting, and data visualizations
- Dietary data use
- Other (please specify)

Evaluation Process

Intake will consider all expressions of interest received from LMICs by August 31, 2023. When reviewing the expressions of interest received, below are some of the factors we will consider when assessing if the potential partnership is a good fit for *Intake* no cost, multi-year technical support.

- Funding for the survey is already secured or is in the process of being secured.
- Country is a low or lower-middle income country (by World Bank definition and most recent classification).
- The survey planned is national in scale or covers most geographic regions of the country.
- Country is in Sub-Saharan Africa or Asia.

Future Opportunities for Technical Support for Quantitative 24-Hour Dietary Recall Surveys

Please note that we expect that we will be able to offer additional opportunities for *Intake* no-cost, multi-year technical support for carrying out a quantitative 24-hour dietary recall survey at scale. If you are not able to respond to this call for expressions of interest, we welcome you to reach out to us at any time to inform us that you have a quantitative 24-hour dietary survey planned if *Intake* technical support is of interest. This will ensure that you are on our mailing list when we share any future calls for receiving expressions of interest for *Intake* technical support.

Additional Opportunities for Technical Support

Please note that if you are not planning to carry out a quantitative 24-hour dietary recall survey but you are interested in receiving *Intake* technical support for carrying out a dietary survey using more simple methods, for example, using either the Global Diet Quality Score (GDQS) app or the Intake4Earth app, there is no need to respond to the set of questions above. Instead, please just write to us at feedback@intake.org and state your interest to receive *Intake* technical support for use of the GDQS app or the Intake4Earth app. We are currently able to provide no-cost technical support for use of these tools for dietary data collection. The tools themselves are also free to use. You can learn more about these innovative technologies for dietary data collection here: <https://www.intake.org/innovations>.