

**OFFICE OF THE PRESIDENT  
NATIONAL AIDS CONTROL COMMISSION (CNLS)**



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**TERMS OF REFERENCE FOR THE 5<sup>TH</sup> INTERNATIONAL  
CONFERENCE FOR EXCHANGE AND RESEARCH ON HIV/AIDS**

**October 1-2, 2009**

*“HIV Primary Prevention based on evidence”*

**CONTEXT:**

During the year 2009 and as well as previous years, scientists and policy makers in Rwanda have produced several papers and posters on HIV/AIDS-related research and interventions. The National AIDS Control Commission proposes to hold the 5<sup>th</sup> international research conference in Rwanda to give all Rwandans interested in HIV/AIDS the opportunity to hear these presentations and see the posters, with a goal of promoting discussion, increasing knowledge, and building linkages among decision-makers, implementers and stakeholders in Rwanda related to HIV/AIDS. This year’s research conference will highlight the results of innovative research and interventions that contribute to the evidence base for HIV primary prevention programming. Though there is a focus on primary prevention, all HIV-related research results will be disseminated during this two-day conference, and HIV implementers from all domains are encouraged to submit abstracts.

**OBJECTIVES:**

- To allow posters and abstracts presented, or proposed, at International Conferences to be presented in Rwanda;
- To promote dialogue and exchange among all those involved in the fight against HIV/AIDS in Rwanda;
- To increase knowledge about HIV/AIDS, as well as efforts to prevent and treat the disease;
- To promote research in Rwanda;
- To discuss the implementation of research programs that have demonstrated success.

**METHODOLOGY:**

- A Steering Committee for the Conference will be formed in order to manage the Conference. A Conference Manager will be recruited to organize the conference and produce the conference report.

- The Conference will be two days long.
- Sessions will be held in plenary as well as in breakout sessions. There will also be a poster exhibition.
- Pre-registration will be required on a first-come first-served basis, with a limited number of places reserved for the National Network of People Living with AIDS. Participants will not receive a per diem, but may apply for transportation, food and lodging with demonstrated need.
- A conference book will be prepared including all abstracts.

### **EXPECTED OUTCOMES:**

We expect that this activity will encourage people working in HIV/AIDS in Rwanda to conduct quality research, write scholarly papers, and attend international conferences. We hope to close the gap between research and program implementation by discussing successful programs and including them in strategic national planning. We also expect that this annual event will continue to foster a sense of community and create a forum for exchanging ideas.

### **CALL FOR ABSTRACTS:**

The Conference Steering Committee invites all researchers with innovative and creative results from research or successful programs to submit abstracts which will contribute to the evidence base for improving the quality of HIV prevention, care and treatment services.

**Submitted abstracts will be selected according to the following four domains:**

#### **Category A: Epidemiology and Prevention**

- Epidemiology
- Prevention

#### **Category B: Clinical Research and Therapeutic Care**

- Clinical Research
- Care and treatment

#### **Category C: Socio-economic Impact and Social Support**

- Socio economic Impact
- Social support

#### **Category D: Policy and Programs Implementation**

Abstracts will be peer reviewed and evaluated based on the quality of the research, the scientific and logical presentation, and the relevance of the abstract to an improved HIV response.

**Confirmed abstracts will be accepted as posters or oral presentation.**

## **INSTRUCTIONS ON ABSTRACT SUBMISSION:**

Abstracts should not exceed two A4 pages. *The peer review committee will not review any content that exceeds this page limit.*

Abstracts on studies and surveys should provide the following information:

- Title of the study or survey
- Authors
- Context (Interest & Objectives of the study)
- Methodology (Target Population, tools and period of data collection, sample, statistical tests, )
- Main results
- Conclusion

For other categories other than studies and surveys, the abstract should provide the following information:

- Title of the Project/Program/Activity ;
- Author (s)
- Program Setting;
- Problem Statement
- Description of the activity;
- Lessons Learned and Conclusion
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The abstract should have the following font:

- Time New Roman size 12 normal for a text
- Time New Roman size 14 Bold for title
- Time New Roman size 10 Italic for the author.
- Line spacing 1.5

Abstracts should indicate the post and the work place of each author. On the top of the abstract, before a title, specify the category of the abstract.

## ABSTRACT FORMAT FOR PROGRAMS /INTERVENTIONS<sup>1</sup>

### **Domain/category of presentation ;**

*Specify one of 4 categories will be presented: A, B, C, D,*

### **Name of Project/Program/Activitie :**

*Enter the address of the contact person for the feedback: phone / email*

### **Geographic Location of Project / Program / Activity:**

#### **Title of presentation:**

*Should clearly and precisely reflect the content presentation*

#### **Author (s):**

*If you have multiple authors, put the name of the presenter at the beginning and highlight*

#### **Description of project / intervention and characteristics of beneficiaries:**

#### **Background / Problem:**

**¼ page maximum**

#### **Goals / Objectives of the intervention / project:**

#### **Accomplishments / Progress (activities):**

*Clear and understandable*

#### **Conclusion / Lessons Learned:**

*Clear and understandable*

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<sup>1</sup> Indicate if the project has been approved before 2009, ongoing or ended in 2009.

5TH INTERNATIONAL CONFERENCE FOR EXCHANGE AND  
RESEARCH ON HIV/AIDS

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**OUTLINE APPLICATION FOR EXHIBITION SPACE**

<b>Name and full address of organization:</b> <i>Nom et adresse de l'organisation:</i>	
<b>Address:</b> <i>Adresse :</i>	<b>Telephone:</b> <i>Téléphone :</i>
	<b>E-mail:</b>
<b>Brief Description of Display :</b> <i>Description de ce que vous voulez exposer :</i>	
<b>Required space :</b> <i>Espace demandé:</i> <i>Spécifier le nombre de tables ou de tableaux pour Poster</i> <i>Specify number of tables or poster board</i>	

**Note: Return this form to:**

**A renvoyer à:**

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