

TERMS OF REFERENCE **for the provision of consulting services**

I. GENERAL INFORMATION

This activity is based on GRANT AGREEMENT #2022-RG-16 dated 17.10.2022 and is part of the SoS project 2.0 (Sustainable Services for Key Groups in EECA) lead by the ICF Alliance of Public Health, funded by the Global Fund to Fight AIDS, Tuberculosis and Malaria.

GRANT AGREEMENT #2022-RG-16 dated 17.10.2022 is implemented by the NGO “Positive Initiative”. NGO “Positive Initiative” is one of the largest and most experienced NGOs in the country working with:

- HIV-infected & vulnerable to HIV
- Consumers of psycho-active drugs
- Individuals in conflict with the law.

The Mission: «We consolidate efforts and capacities of all interested stakeholders, contribute to community systems strengthening and influence on public opinion and politics, so everyone, regardless of his level of vulnerability to have all necessary rights and opportunities for a decent life».

Vision: «A world in which an absolute value is human life».

“Positive Initiative” aims at enabling/empowering targeted individuals, community to integrate these 3 categories into society, and ensure them a decent quality of life. Main directions: strengthening community cohesion & collab systems; influencing policy-making & budgeting in for targeted issues; social advocacy campaigns; innovations pilot & scaling support; fundraising.

The development of a number of innovative IT solutions for use at the national and / or regional level to enhance the effectiveness of HIV response programs is a separate important part of the project, as a means of making health solutions more cost-effective, low-threshold and sustainable.

The key IT solutions to be developed within the project are:

1. Implementation standards reference guidance (ontology);
2. HIV data information system (including database, service provider and client applications);
3. National and possibly regional HIV data dashboard;
4. Virtual social worker.

To support this area of work, the NGO “Positive Initiative” will engage a team of temporary consultants to work together. This project covers development of terms of reference for national and regional information panels (dashboards) on HIV in EECA countries. Based on the assessment and recommendations of it, to develop the terms of reference for the up to 5 national and possibly EECA regional HIV data dashboard, including addressing the issue as to the best way of integrating the existing portals on transitioning, social contracting referencing and the existing global HIV data dashboard - aidsinfo.org

II. PURPOSE OF THE SERVICES

Developing TOR for the implementation and customization of the minimum Sustainability dataset for countries progress on a digital dashboard.

III. DESCRIPTION OF ACTIVITIES AND RESPONSIBILITIES

1. Reviewing the existing guidance and frameworks endorsed by the Global Fund for sustainability and transition (e.g. Curatio's Transition Preparedness Assessment and the PEPFAR Sustainability Index Dashboard); [1]
2. Identifying the potential key indicators (KI) for sustainability and transition from the long list of indicators;
3. Conducting interviews with key informants from at least two transition countries to select a shortlist of potential indicators based on the criteria of importance, feasibility, quality of information, visibility, and interpretation;
4. Organizing a consensus-building workshop with key stakeholders from the region to finalize the shortlist of key indicators;
5. Preparing a final report with detailed indicator passports, including the definition, data sources, data collection process and responsibilities, reporting frequency, and any potential data quality issues that need to be visualized on the dashboard

[1] [core_sustainabilityandtransition_guidancenote_en.pdf \(theglobalfund.org\); Sustainability, Transition & Co-Financing - The Global Fund to Fight AIDS, Tuberculosis and Malaria;](#)

IV. REQUIRED QUALIFICATIONS

General Experience - 30 points

- Consultant with at least three years of international experience (max. 10 points);
- Consultant specialized in providing advisory services for the development of datasets for monitoring and analysis in the area of Sustainability of the HIV response (max. 10 points);
- Demonstrated experience in the requested area, particularly in the development of terms of reference, methodologies, and concepts of data collection and interpretation in the area of Sustainability of the HIV response (max. 10 points).

Experience and Special Skills - 50 points

- Experience in developing at least two Terms of Reference (ToRs), methodologies, and dataset concepts (max. 30 points);
- Experience and understanding in one or more domain areas such as public finance mechanisms, social contracting mechanisms, health systems, and the public health sector (max. 20 points).

Professional Experience, Language Skills - 20 points

- Advanced level of English proficiency (max. 10 points);
- Proficiency in Russian (max. 10 points).

V. EVALUATION CRITERIAS

#	EVALUATION CRITERIAS	MAXIMUM POSSIBLE
1.	General experience	30 points
2.	Experience and specific skills	50 points
3.	Professional experience, language skills	20 points
	Total:	100 points

VI. DURATION OF PROVISION OF SERVICES/CONTRACT:

The selected consultant will assume the fulfillment of all the responsibilities set out in this document.

Terms for the performance of tasks

Refine and strengthen the methodology of the social contracting dataset	Estimated workload (working days)
Reviewing the existing guidance and frameworks endorsed by the Global Fund for sustainability and transition (e.g. Curatio's Transition Preparedness Assessment and the PEPFAR Sustainability Index Dashboard); ¹	2
Identifying the potential key indicators (KI) for sustainability and transition from the long list of indicators;	1
Conducting interviews with key informants from at least two transition countries to select a shortlist of potential indicators based on the criteria of importance, feasibility, quality of information, visibility, and interpretation;	1
Organizing a consensus-building workshop with key stakeholders from the region to finalize the shortlist of key indicators;	1
Preparing a final report with detailed indicator passports, including the definition, data sources, data collection process and responsibilities, reporting frequency, and any potential data quality issues that need to be visualized on the dashboard	1

¹ [core_sustainabilityandtransition_guidancenote_en.pdf \(theglobalfund.org\);](https://www.theglobalfund.org/publications/core-sustainability-and-transition-guidance-note-en.pdf)
[Sustainability, Transition & Co-Financing - The Global Fund to Fight AIDS, Tuberculosis and Malaria;](#)