



AFRICAN CONSTITUENCY BUREAU
FOR THE GLOBAL FUND

TERMS OF REFERENCES FOR A MEETING FACILITATOR

Type of Services: Workshop facilitation

Language: English

Expected Dates and venue: Africa HIV/AIDS Consultative and Mobilization Meeting on 11th - 13th 2022, Nairobi

Application Deadline: 6th April 2022 at 12.00 pm Addis Ababa time

The Africa Constituency Bureau

Established by a resolution of African Health ministers in 2012, the African Constituencies Bureau for the Global Fund (ACB) was set up to be a platform for facilitating engagement, participation and consensus building among East and Southern Africa (ESA) and West and Central Africa (WCA) constituent countries in Global Fund policies and governance engagements. Also known as “The Bureau”, the organization is an operational hub and policy think tank of the WCA and ESA Global Fund constituencies which began its formal operations in March 2017. The purpose of the Bureau is to ensure effective engagement, representation and participation of the Africa constituencies in Global Fund processes as well as enhancing the capacity of the Africa constituencies to shape Global Fund policies and processes.

Africa HIV/AIDS Consultative and Mobilization Meeting

With the 2030 target of ending HIV and AIDS on the horizon, both the Global Fund and UNAIDS launched ambitious strategies with enormous implications for Africa, a continent with the most HIV/AIDS burdened continent. The new Global AIDS Strategy 2021 – 2026 (End Inequalities. End AIDS) is a bold new approach to use an inequalities lens to close the gaps that are preventing progress towards ending AIDS. The Strategy sets out evidence-based priority actions and bold targets to get every country and every community on-track to end AIDS as a public health by 2030. The new Global Fund Strategy 2023 – 2028 (Fighting Pandemics and Building a Healthier and More Equitable World) outlines ten different areas that will receive focused attention, including an intensified focus on prevention, a more systematic approach to supporting the

UNDP, Regional Service Center for Africa, DRC Street, Addis Ababa, Ethiopia

OFFICE: +251-115571649 | FAX: +251-115571641 |

WEB: africabureau.org FACEBOOK: [ACB4GF](https://www.facebook.com/ACB4GF) | TWITTER: [@acb4gf](https://twitter.com/acb4gf) |
info@africanconstituency.org



development and integration of community systems for health, and much greater emphasis on data-driven decision-making. Given the burden of HIV, TB and malaria in Africa, the continent will need to proactively prepare to implement both strategies. This Africa-wide mobilization meeting therefore seeks to launch Africa's preparations towards developing ambitious plans to effectively implement the Global AIDS and Global Fund strategies. In order to advance the renewed fight against HIV/AIDS, UNAIDS and the ACB will co-host and engage African stakeholders.

In order to advance the renewed fight against HIV/AIDS, UNAIDS and the ACB will co-host and engage African stakeholders at a meeting that will be held in Nairobi, Kenya (April 11-13) with the following objectives:

- I. Establish key progress made against HIV/AIDS in the region over the last decade and draw key lessons
- II. Unpack the new Global AIDS Strategy and Global Fund Strategy, discuss and agree on practical steps for optimal implementation to achieve the 2030 targets
- III. Determine a common understanding of the key preparations needed to successfully implement the new strategies
- IV. Agree on how Africa will position and advocate for a successful Global Fund 7th Replenishment
- V. Determine how best Global Fund and other resources can be maximized to end HIV/AIDS

The ACB is looking for a qualified workshop facilitator with proven track record in meeting in meeting facilitation for the Africa HIV/Aids Consultative and Mobilization Meeting.

SCOPE OF WORK

Before the meeting

- Finalize agenda in consultation with the ACB and UNAIDS programmatic leads
- Consolidate/develop presentations and other material at least a week prior to meeting
- Carry out pre-workshop preparation/ dry run with all presenters

During the meeting

- Moderate some sessions and assign others in the agenda as appropriate

UNDP, Regional Service Center for Africa, DRC Street, Addis Ababa, Ethiopia

OFFICE: +251-115571649 | FAX: +251-115571641 |

WEB: africabureau.org FACEBOOK: ACB4GF | TWITTER: @acb4gf |
info@africanconstituency.org



- Work with rapporteur to develop summary of day’s deliberations and recap
- Conduct post meeting reviews with ACB and UNAIDS programmatic leads

After the meeting

- Finalize the meeting report using rapporteur notes in a format agreed with ACB and UNAIDS (background, objectives, key lessons conclusions, recommendations / actions)

Reporting

The facilitator will report to the Policy Analyst at the ACB.

Required Competency

The ideal candidate should have the following’

- Appropriate mix of postgraduate education covering Public Health, Finance and Governance
- Proven experience in health policy and advocacy preferably in Africa
- Good understanding of the Global Fund processes and programming around the three epidemics (Malaria, TB and HIV) in Africa
- Good understanding of Africa’s health systems and approaches to Resilient and Sustainable Systems for Health
- Desired experience in health policy research and health financing
- Strong background and experience with Global Health, Health Financing and Global Health Governance would be an added advantage

CRITERIA FOR SELECTING THE BEST OFFER

Selection of the successful firm/individual will be based on quality-cost considerations and proposals will be evaluated as follows:

- Technical Proposal: 70%
- Financial Proposal: 30%

Evaluation of Technical Proposal

	Evaluation Criteria	Score
--	---------------------	-------



	Knowledge and experience in health policy around on HIV/AIDS	25%
	Knowledge on the global Fund governance	35%
	Relevant post graduate qualifications	10%
	Experience as a workshop/meeting facilitator	30%
	Total	100%

APPLICATION PROCEDURE

Individuals or firms who meet the above requirements are encouraged to apply and share the following:

- An updated capability statement (for firms) or a CV (for individuals); and
- A financial proposal that indicates all-inclusive fixed costs in USD, supported by a breakdown of costs where appropriate.

Submissions should be addressed to "Finance and Administration Manager" and emailed to awel.mezgebe@africabureau.org Cc amulaki@africabureau.org not later than 6th April 2022 at 12.00 pm Addis Ababa time

Others

- ACB will not provide laptop/computer;
- This consultancy does not require travels.