

LEADERSHIP, MANAGEMENT AND GOVERNANCE – TRANSITION SUPPORT PROJECT

SCOPE OF WORK

Hanoi-based Local Consultant for analyzing and revising the HIV/AIDS Annual planning Template

Period of performance

40 days from Feb 5 to June 30, 2014

Technical Supervisor: Nguyen Thien Nga

I. Context and Background

Funded through the United States Agency for International Development (USAID), the Leadership, Management & Governance (LMG) Project globally supports country health systems strengthening by addressing the gap in leadership, management and governance capacity of policy makers, health care providers and program managers to implement quality health services at all levels of the health system.

The LMG-Transition Support Project (LMG-TSP) in Viet Nam helps to provide decision makers, planners and managers evidence to inform human resource planning and health financing options to help ensure a more sustainable HIV response in Viet Nam.

LMG-TSP has two overarching objectives:

- Objective 1: Implement an evidence-informed planning process in one province (Hai Phong) that builds the planning capacity of PAC, DOH and VAAC officials; leads to human resource and health financing plans for a more sustainable HIV response in the province; and results in a planning model that can be scaled up to other provinces.
- Objective 2: Compile evidence and engage in dialogue that informs strategies, plans and decisions by the GVN for human resource planning and health financing options that will ensure a more sustainable HIV response in Viet Nam

II. Consultant scope of work

The consultant's overall objective is to help develop HIV/AIDS planning in support of the transition of the HIV/AIDS response to greater country ownership and sustainability.

The consultant will work with relevant stakeholders to provide recommendations and a revision of the current HIV/AIDS Annual Template.

III. Activities and Outputs

The consultant will work closely with relevant stakeholders, under the supervision of LMG-TSP Technical Advisors, to do the following tasks:

- Review the current template and provide the situation of the application of the template

- Analyze and advise on specific improvements for the HIV/AIDS Annual Planning Template
- Propose the revision of the HIV/AIDS Annual Planning Template

The activities and outputs are summarized as follows:

#	Activity	Output	LOE
1	Review the implementation of the template	Review report	10
2.	Analyze and advise on specific improvements for the HIV/AIDS Annual Template	Analyzing report	20
3.	Propose the revision of the HIV/AIDS Annual Template	Draft revision of the template	10
	Total Days		40

IV. Qualifications

- Good understanding of the Vietnamese health sector at the national and provincial levels;
- At least 7 years of experiences in HIV/AIDS;
- Excellent understanding of HIV/AIDS Planning process;
- Familiar with PEPFAR and the overall HIV/AIDS program in Viet Nam;
- Demonstrated experience working with government sectors;
- Knowledge of the expectations of USAID and other relevant international agencies will be an added advantage.