



JUPSA 2011-2014 PROGRAMME



TERMS OF REFERENCE FOR THE EVALUATION OF THE JOINT UN PROGRAMME OF SUPPORT ON AIDS IN UGANDA (JUPSA 2011-2014) AND DEVELOPMENT OF A BRIDGING JANUARY-DECEMBER 2015 WORK-PLAN

1.0 Introduction and Background

In 2007, the United Nations System in Uganda responded to the UN reform to improve its effectiveness and relevance at country level and adopted guidelines and principles of the Global Task Team on improving coordination of the UN and Multilateral System on AIDS by establishing a Joint Team and a Joint Programme on AIDS. The purpose of this approach was to improve the coherence and effectiveness of UN support and to position UN as a strategic partner to the national AIDS response.

This led to the development of a Joint UN Programme of Support on AIDS (JUPSA) 2007-2012 and the establishment of a Joint UN Team on AIDS to oversee and monitor its implementation. This was in line with national HIV priorities articulated in the National Strategic Plan and the UNDAF outcome on HIV and AIDS. The UN family in Uganda instituted a midterm review (MTR) of the JUPSA in November 2010 to determine progress in its implementation from 2007 to 2010. The MTR findings informed the development of a second (2011-2014) generation JP that is aligned to the new UNDAF 2010-2014, the National Development Plan (2011-2014), the National HIV strategic plan (2011/12-2014/15) and to three priority areas in the UNAIDS vision on getting to *Zero New Infections, Zero AIDS-related Deaths and Zero Discrimination*.

In developing outcomes and higher-level outputs (HLO), the Joint UN Team on AIDS reviewed national strategic guidance against UNAIDS global strategic guidance and 10 goals articulated in the UNAIDS Strategy. The process enabled the Team to formulate outcomes and HLOs for each three thematic areas of prevention, Treatment and Care and Governance and human rights. The JUPSA (2011-2014) has seven (7) outcomes and twenty-one (21) HLOs. The seven outcomes are:

1. National systems have increased capacity to deliver equitable and quality HIV prevention integrated services;
2. Communities mobilized to demand for and utilize prevention integrated services;
3. Access to antiretroviral therapy for PLHIV who are eligible increased to 80 percent;
4. Tuberculosis deaths among PLHIV reduced;
5. People Living with HIV and AIDS and households affected by HIV are covered in all national social protection strategies and have access to essential care and support;
6. National capacity to lead, plan, coordinate implement monitor and evaluate the national HIV response strengthened; and
7. Laws, policies and practices improved to support gender equality and reduce human rights abuses, stigma and discrimination.

JUPSA UN participating agencies include:

UNAIDS, UNDP, WHO, UNCIEF, FAO, UNHCR, UNESCO, ILO, UNWOMEN, IOM, UNODC,



Implementing Partners include;

UAC, MoH, AMICAALL, UGANET, UNASO, CEHURD, MoGLSD, MAMA CLUB, OAFLA,

2.0 Rationale for the review

The JUPSA 2011-2014 Programme document provided for the Monitoring and Evaluation Framework of the Joint UN Team on AIDS by use of: a) Rolling Annual Work plan and Budget; b) Six-monthly and annual Financial and Programme Implementation Progress Reports c) Mid-Term Review (MTR) after three years of implementing JUPSA. These mechanisms were planned to monitor performance of the JUPSA and ensure it supports the national M&E system and process. As noted earlier JUPSA 2011-2014 was aligned to UNDAF 2011-2014, however during the course of implementation the United Nations Country Team (UNCT) approved a one-year UNDAF extension to 2015 to enable the UN align its support and the new UNDAF to the NDP II (2016-2020) that is under development.

In line with the above, the UN Joint team on AIDS in Uganda is looking for a Consultant to undertake JUPSA programme review covering the period 2011- to July 2014 and facilitate the development of January-December 2015 action plan

3.0 Evaluation objectives and criteria

The objective of the evaluation is to undertake an in-depth analysis of the JUPSA Programme in order to generate comprehensive and specific evaluation feedback on the implementation of the Programme. The evaluation report must fully and thoroughly:

1. Assess the **effectiveness** of the Programme. The extent to which the Programme's stated objectives are achieved. The effectiveness of the Programme should be assessed in accordance with the activities, outputs and outcomes.
2. Assess the **sustainability** of the Programme. The extent to which benefits from the Programme will continue or are likely to continue (i.e. follow up projects, visible and permanent results).
3. Assess the **relevance** of the Programme. The degree to which the Programme was justified and appropriate in relation to the need and situation on the national and regional level.
4. Assess the **efficiency** of the Programme. The analysis and the evaluation of the overall Programme performance, the outputs in relation to the inputs, the financial management, the implementing timetable.
5. Assess the **impact** the Programme. The impact achieved and is likely to achieve in the future, measuring both the positive and negative, foreseen and unforeseen changes to



and effects on society caused by the Programme as well as the Programme catalytic effects.

The evaluation report should also clearly:

- i. Analyze the challenges to the Programme's success and the lessons learned from managing them
- ii. Highlight the lessons learnt from the Programme on the results achieved, the process followed and strategy applied and provide specific recommendations
- iii. Analyze the overall impact of the Programme in targeting the intended beneficiaries
- iv. Highlight good practices, success stories, anecdotes
- v. Assess how well does the management of JP (JSC, coordination structures, Management) focus on Government programme results?
- vi. In what way is working with the UN agencies in the Joint Programme different from working with the same UN agencies in other context
- vii. Does working with the UN agencies in the JP bring a change (positive/increase) in the transaction costs (more or fewer meetings overall, simpler or more complex administration and financial procedures).

Specific consultancy activities

The Consultant will be required to undertake the following specific activities:

1. Conduct a participatory evaluation that will involve key stakeholders, and which will provide useful feedback on the Programme implementation and objectives, successes and failures. The Programme evaluation will be results-based.
2. Conduct a desk review of recent activities, outputs and outcomes of the Programme, against Programme commitments and priorities. This should include a description of resources (human and financial) committed to the Programme in that period.
3. To submit a final evaluation report that clearly identifies the activities, outputs and outcomes achieved during the life of the Programme, as well as the overall impact of the Programme, lessons learned and recommendations that can inform future Programme design.
4. Facilitate the development of a bridging action plan/work plan and budget for the period January to December 2015

Qualifications of Consultant

- Extensive experience, at least 10 years in Programme evaluation, and monitoring and evaluation;
- Experience in Programme planning and implementation;
- Substantial experience in the field of Joint Programming, and operational of Government
- Experience and excellent appreciation of international commitments and UN mandates



Methodology

This is envisioned as a participatory and developmental evaluation and therefore constant liaison and dialogue is anticipated between the consultant and key players. The JUPSA will be responsible for providing relevant documents and administrative arrangements for the consultations, and will engage with the team in the process of preparing the work plan and schedule for the implementation of the work. However, it is the responsibility of the consultant to prepare the schedule for the work, including the categories of persons, organisations and institutions that shall be respondents in this evaluation.

Period of Assignment

The period of the assignment shall be 30 working days from the date of commencement and shall represent the total duration of the consultant's work in terms of TOR, including the date of submission of the final report.

Guidelines

The evaluation will take place over a period of 30 days, during which time will be used as follows:

Activity	Days
Desk study and interviews of (preliminary write up)	5
Consultations/Field work and interviews	12
Draft report write up and presentation	4
Final report write up and presentation	3
Facilitate the development of action and result oriented Jan-Dec 2015 work plan and budget	8

Time Frame

The identification and engagement of the team, as well as the work plan and schedule preparation shall take place in third week of September 2014. The work is to commence by 1st Week of October 2014, the final report and 2015 Workplan and budget submitted no later than 30th November 2014 for presentation and approval to JUPSA steering committee by 13th November 2014.

Report

The final report shall contain the findings and recommendations, a clear description of the methodology used and an annex of the persons and organisations consulted. The report shall also include a table of contents, acronyms, executive summary, introduction, programme achievements, recommendations to inform the development of 3rd JUPSA generation, conclusion, and references.

Facilitate the development of action and result oriented Jan-Dec 2015 work plan and budget



The Consultant is expected to facilitate an all-inclusive process based on the programme review findings to develop and cost the January-December 2015 bridging annual workplan.

Consultancy Fees

The consultancy fees payable will be based on UN consultancy rate and payment modalities will follow UN guidance.

WORKING ARRANGEMENTS

Institutional Arrangement

- a) With overall reporting to the Country Director UNAIDS, the consultant will work on day to day basis with the strategic Information advisor and the JUPSA program coordinator
- b) Reporting on progress towards realization of deliverables will be on a regular basis and as the need arises;
- c) The consultant will liaise, consult, interact, collaborate/meet with key stakeholders including , the UN participating agencies and Implementing partners as may be deemed necessary;
- d) UNAIDS will support the consultant in the following:
 - i. Access to all past reports and data relevant to the assignment;
 - ii. Access to UNAIDS Office and its infrastructure;
 - iii. Assistance to gain access to relevant stakeholders for consultations;
 - iv. Assistance to contact project beneficiaries;
 - v. Transport for field visits outside Kampala district

Terms and Conditions

The UN Joint team on AIDS in Uganda reserves the right to return a report that is not satisfactorily completed for further review and compilation, and subsequent thereto either pay pro rate, withhold payment or pay in full if work is completed, not satisfactorily completed, or completed as the case may be.

EVALUATION METHOD AND CRITERIA

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

- responsive/compliant/acceptable, and
- Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) where the minimum passing score of technical proposal is 70%.



Evaluation Criteria:

Technical Proposal (Maximum 70 points):

- Relevance of education – 5 points;
- Language skills – 5 points;
- Relevance of professional experience in conducting assignment of similar nature and scope - 45 points.
- Interpretation of the assignment, methodology and work-plan – **15 points**

Financial Proposal (Maximum 30 points): To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNAIDS.

Application

Please send your CV and work plan on how you will execute the assignment (Not more than 10 pages) to UNAIDS Country Director by **19th September 2014** .

By email to: SalehF@unaid.org

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Qualified women are encouraged to apply