

UNODC project “HIV/AIDS prevention and care among injecting drug users and in prison settings in Lithuania, Latvia and Estonia” (XEE/J20)

## **TERMS OF REFERENCE**

### **Consultant on The Global Fund to Fight AIDS, Tuberculosis and Malaria Proposal Budget**

#### **Background**

The Global Fund to Fight AIDS, Tuberculosis and Malaria (hereinafter - GF) provides grants in support of technically sound and cost-effective interventions for the prevention of infection and the treatment, care and support of persons infected and directly affected by HIV/AIDS, tuberculosis and malaria. For the first time the GF included Lithuania to the list of the countries eligible to apply for financial support for HIV component.

According to the new eligibility criteria, only NGO can apply for HIV grant. In July 2011, a group of Lithuanian NGOs signed a joint statement about collaboration in development of the Global Fund proposal.

It is planned that international expert will help Lithuania’s NGOs with the proposal development in October – November 2011, as there is no experience in the country working with the Global Fund. But additionally national expert is needed in order to conduct country’s financial gap analysis and counterpart financing calculation, develop proposal form’s Section No. 7 – Funding Request and to prepare detailed and summary budgets for the GF proposal.

#### **Purpose of consultancy**

To conduct Lithuania’s financial gap analysis and counterpart financing calculation, to prepare budgets (detailed and summary) for the Lithuania’s Proposal to the Global Fund to Fight AIDS, Tuberculosis and Malaria and to prepare Proposal Form’s (Round 11 Single Country Applicant, HIV) section No. 7 – Funding Request based on the GF requirements.

#### **Specific tasks**

- To conduct desk research on financial gap and counterpart financing data sources;
- To prepare Global Fund Proposal Attachment E: Detailed budget and work plan; summary budget tables; financial gap analysis table; and counterpart financing table, as per Global Fund Round 11 requirements;
- To prepare Global Fund Proposal Attachment F: Summary budget tables; financial gap analysis table; and counterpart financing table, as per Global Fund Round 11 requirements;
- To prepare Proposal Form’s (Round 11 Single Country Applicant, HIV) section No. 7 – Funding Request;
- In consultation and cooperation with the international expert to finalize section No. 7 for Lithuania’s proposal to the GF.

## Timeframe and expected outputs

Task/Output	Date of completion or period
Desk research conducted	By 17 October, 2011
Prepared Global Fund Proposal Attachment E and Attachment F	By 24 October, 2011
Prepare Proposal Form's (Round 11 Single Country Applicant, HIV) section No. 7	By 28 October, 2011
In consultation and cooperation with the international expert to finalize Attachment E, Attachment F and Section No. 7 for Lithuania's proposal to the GF	By 2 December, 2011

## Competencies and Skills

- Advanced university degree or equivalent in economics science, finance or other relevant discipline.
- Previous experience consulting on health care financing or health economics.
- Experience in preparing project/programme proposals' budgets for international donors.
- Proven familiarity with the HIV/AIDS situation in Lithuania and HIV/AIDS topic.
- Proven communication skills.
- Fluency in written and spoken Lithuanian and English.

## Assessment criteria

The award will be based on cumulative analysis (a combination of qualifications, direct relevant experience and costs that represent best value for money). Assessment criteria and points available upon request.

Further information might be obtained:

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