

## ORGANIZATIONAL GOVERNANCE, MANAGEMENT AND M&E DEVELOPMENT

**Sustainability of Services for HIV Key Populations in the Asia Region Program (SKPA)**

Period  
Duration  
GF Grant #

June 21 - Dec 21  
60 Days  
QMZ-H-AFAO

**Background:** Sustainability of HIV Services for Key Populations in Asia Program (SKPA Program) is a multi-country grant funded by The Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM) covering eight (8) countries: Bhutan, Laos, Malaysia, Mongolia, Philippines, Papua New Guinea (PNG), Timor-Leste, and Sri Lanka. The Australian Federation of AIDS Organisations (AFAO) is the Principal Recipient of SKPA. The Family Planning Association of Sri Lanka (FPASL) is the Sub Recipient supporting the implementation of SKPA in Sri Lanka.

**Rationale:** Currently under the National HIV Prevention Program there are over 25 Civil Society Organizations and Community Based Organizations that are transitioning from Family Planning Association to the National STD AIDS Control Program. It is identified that these organizations will require to be strengthened under a few key areas.

### KEY AREAS OF DEVELOPMENT

1. Governance, Management & M&E system
2. Financial Management & HR Systems
3. Communication and Advocacy Plan
4. Resource Mobilization Plan

## CONSULTANT: ORGANIZATIONAL GOVERNANCE, MANAGEMENT AND M&E DEVELOPMENT

**Scope of Work:** The Governance, Management & M&E Consultant/s will be required to work closely with up to 25 CSO/CBOs over a period of 6 months to develop the following areas.

- Set up, revise or realign organization's values, vision, and missions
- Set up, revise or realign organization's strategic plan for the next 24 months
- Set up, revise or realign organization's governance structure and board of directors (reflective of adequate balance of community representation and technical capacity)
- Set up, revise or realign roles and responsibilities of key players in organizations.
- Set up, revise or realign overall M&E plan for organization.

**Consultant fees will be paid as per SKPA Local Consultant Rate : LKR 45,000.00 Per Day**

### Deliverables

- 6-month Workplan for each organization enrolled for capacity development with monthly milestones
- Monthly progress report against each milestone set for each organization
- End of project report executed for each organization based on each milestone set at the top of activity, challenges, and lessons learnt with clear recommendations for improvement of each organization.

### Selection Criteria: Essential

- o Proven knowledge and experience in NGO Management, Governance and M&E frameworks.
- o Proven knowledge and experience in working with organization development.
- o Excellent writing, research and analytical skills
- o Experience in preparing and presenting clear and concise oral and written communication
- o The ability to analyze data, summarize information and innovatively depict information

### Selection Criteria: Desirable

- o Demonstrated knowledge of the HIV and AIDS epidemic and key populations.
- o Experience working with community-based organizations.
- o Experienced in dealing with various sectors such as government, and civil societies in Sri Lanka.

**APPLY ON OR BEFORE:**

# 16TH MAY 21

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