



**EMR Constituency Workshop on Strengthening
Capacity for Global Fund Implementers in the Region**

8-10 September 2015

Khartoum - Sudan



CONCEPT NOTE

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I. Background and Rationale

Available evidence on the implementation of the Global Fund to fight AIDS, Tuberculosis and Malaria (the Global Fund) financed programs points out that countries are at different stages of implementation - some are more advanced than others. By and large developing countries are confronted with planning and implementation challenges of different scales and magnitude. Existing practice in developing countries is to prepare and follow different planning frameworks and documents, such as National Sustainable Development Strategies (NSDS), National Five-Year or Annual Development Plans, Poverty Reduction Strategy Papers (PRSPs) etc. all with the same objective though methodologies and underlying principles and requirements differ. Reconciling these documents in line with the Global Fund new funding model poses another important challenge. There are also challenges with regard to governance, risk management and building sustainable partnerships. This workshop intends to provide stakeholders involved in the governance, oversight and implementation of Global Fund financed programs: Country Coordinating Mechanisms (CCMs) and National Program Managers across the Eastern Mediterranean (EM) Constituency a summary of practical experience in country dialogue, preparing Concept Notes for accessing funding under the Global Fund new funding model, Grant Management, Risk Management, Governance and Technical Assistance, as well as effective and tailored strategies for fund raising activities. Constituency members, technical and financial partners will present and share their experiences. Participants will also share lessons learned and provide valuable tips to countries about to embark on the process. The workshop is closely supported by the Global Fund Secretariat in collaboration with the EM Constituency Secretariat.

II. Main Objectives

The overarching goals of this workshop are:

- Strengthen country programs to maximize impact and value for money
- Share best practices among Implementers
- Elaborate on the New Funding Model
- Discuss resource mobilization strategies and learn best practices.

The immediate objectives include the following:

1. Share approaches and best practices in grant/program management among Implementers and the Global Fund Secretariat
2. Learn about the key elements of the new funding model process, from discussing national priorities, through the development and negotiation of funding requests, to grant implementation and oversight
3. Learn about the Global Fund governance and its implications for constituencies and CCMs
4. Share experiences and best practices with regard to Risk Management
5. Identify possible technical assistance needs.

III. Methodology

The workshop will be divided into different sessions broadly organized in line with the objectives spelt out above. By and large, the workshop will follow the model of a multi-stakeholder dialogue aiming at: creating opportunities for building partnerships; reconciling top-down and bottom-up perspectives; and connecting the dots between cross-sectoral agendas and stakeholders. The workshop will consist of several plenary and discussion sessions—all covering different aspects of the Global Fund work. Prior to the workshop, an on-line process will be launched to seek contributions from different stakeholders in terms of short think pieces related to different issues will be sought. These will be consolidated, presented and used during the course of the meeting.

- The first day of the workshop would be devoted to discussions on the new funding model applications and grant related issues.
- The second day discussions would focus on Board and constituency related issues and a discussion on “Partnership Engagement, Resource Mobilization, and Advocacy” would also be made on the second day.
- The third day will be dedicated to regional consultation before the next Board meeting.

A tentative program for the workshop is attached as Annex 1, which will be subject to further revision and update in due course. All resource materials (such as papers, presentations, implementation toolkits) to be used in different sessions of the workshop will be shared with the participants in advance and placed on the EMRC website.

IV. Participants

14-20 Delegates from constituency members in the region will attend to ensure knowledge transfer into CCM operations in their countries.

6-10 facilitators, technical advisors and EMRC secretariat staff to do the training and administrative work.

V. Date, Venue and Language

The workshop will take place from 8 to 10 Sep 2015 in Khartoum, Republic of the Sudan. The working hours of the meeting will be as follows: 8:00 to 13:00hrs and 14:00 to 17:00hrs. English will be the official language of the meeting.

VI. Expected Outputs and Follow-up

Expected outputs of the workshop will include the following:

- A detailed meeting report covering proceedings of the meeting;
- A summary of key recommendations

The above will be shared with a wider audience through the EMRC website.

VII. Potential Partners

The EMRC Secretariat will take the lead in organizing this meeting including its programmatic aspects with technical and administrative support from the Global Fund Secretariat, and the Federal Ministry of Health of Sudan. Collaboration and partnership with other international organizations is being worked out.

VIII. Timeline for Next Steps

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| • Concept note finalized and posted on website: | 25 May |
| • Invitations extended to participants and facilitators: | 13 Jun |
| • Deadline for receiving nominations from Governments: | 21 Jun |
| • Finalization of program/Agenda: | 30 Jun |
| • Logistical arrangements finalized: | 15 Aug |
| • Organization of workshop: | 8-10 Sep |

**Annex 1: Draft Agenda of the Workshop
8 - 10 September 2015**

DAY 1 – 8 September 2015	
Time	All participants
08:00 – 08:30	Opening Ceremony The Global Fund EM Constituency Board Member HE Mr. Abu Guarda and Dr Asadi-Lari
08:30 – 10:30	Introduction to the New Funding Model (NFM) <ul style="list-style-type: none"> • <i>Why was it developed</i> • <i>What is new, what is the same</i> • <i>Overview: funding cycle from allocation to grant signing</i> Presenters: Facilitator: Rapporteur:
10:30 – 11:00	Coffee/Tea Break
11:00 – 13:00	Prioritization: from NSPs to Concept Note development <ul style="list-style-type: none"> • <i>National Strategic Plan/Investment Case</i> • <i>Country Dialogue: inclusiveness</i> • <i>Review CCM eligibility</i> Presenters: Facilitator: Rapporteur:
13:00 – 4:00	Lunch Break
14:00 – 15:30	Concept Note Tools, Process, and Lessons Learned Presenters: Facilitator: Rapporteur:
15:30 – 16:00	Coffee/Tea Break
16:00 – 17:00	Technical Review Panel (TRP) feedback, Technical Assistance Common weaknesses of the submitted CNs Presenters: Facilitator: Rapporteur:
19:00 – 2:00	Social Event/Dinner <i>TBC</i>

Day 2 – 9 September 2015	
Time	All participants
08:30 – 10:30	<p>Briefing about EMRC Communication Platform, Partnership Engagement, Resource Mobilization, and Advocacy</p> <p>Presenters: Facilitator: Rapporteur:</p>
10:30 – 11:00	Coffee/Tea Break
11:00 – 13:00	<p>Governance Issues (Global Fund, Constituency, CCMs)</p> <p>Presenters: Facilitator: Rapporteur:</p>
13:00 – 14:00	Lunch Break
14:00 – 15:30	<p>Risk Management Model</p> <p>Presenters: Facilitator: Rapporteur:</p>
15:30 – 16:00	Coffee/Tea Break
16:00 – 17:00	<p>Resource Mobilization (fundraising models) & Best Practices</p> <p>Presenters: Facilitator: Rapporteur:</p>

Day 3 – 10 September 2015	
Time	All participants
08:30 – 10:30	Pre-Board-meeting Consultation: Session I Chair: Facilitator: Rapporteur:
10:30 – 11:00	Coffee/Tea Break
11:00 – 13:00	Pre-Board-meeting Consultation: Session II Chair: Facilitator: Rapporteur:
13:00 – 14:00	Lunch Break
14:00 – 15:30	Pre-Board-meeting Consultation: Session III Chair: Facilitator: Rapporteur:
15:30 – 16:00	Coffee/Tea Break
16:00 – 17:00	CLOSURE The Global Fund EM Constituency Board Member Federal Ministry of Health, Sudan