



Monitoring, evaluation, accountability and learning framework for Community-Led Monitoring

Request for proposals

Closing date and time: 8 January 2024, 23:00 CET

1. About the IAS

IAS – the International AIDS Society – convenes, educates and advocates for a world in which HIV no longer presents a threat to public health and individual well-being. After the emergence of HIV and AIDS, concerned scientists created the IAS to bring together experts from across the world and disciplines to promote a concerted HIV response. Today, the IAS and its members unite scientists, policy makers and activists to galvanize the scientific response, build global solidarity and enhance human dignity for all those living with and affected by HIV. The IAS also hosts the world's most prestigious HIV conferences: the International AIDS Conference, the IAS Conference on HIV Science and the HIV Research for Prevention Conference.

Find more information about the IAS at www.iasociety.org.

2. About the IAS Community Led Monitoring (CLM) programme

The IAS CLM programme aims to support greater understanding and adoption of CLM as an effective intervention to improve the quality and effectiveness of health programmes, including for HIV. Find more information about the IAS CLM Programme at <https://www.iasociety.org/ias-programme/community-led-monitoring>.

3. Purpose



The IAS is seeking proposals for a consultancy to develop a monitoring, evaluation, accountability and learning (MEAL) framework for CLM for HIV. This framework will support the effectiveness of CLM programmes by:

- (i) Capturing relevant outputs, outcomes and impact at every stage of the CLM cycle, from planning and preparatory activities to implementation and follow up;
- (ii) Supporting analysis of causal mechanisms for intended and unanticipated outcomes of CLM activities;
- (iii) Publishing a framework that is flexible and adaptable for diverse contexts and CLM models while retaining core elements or approaches to facilitate field-wide learning across CLM programmes in different countries and health issues.

Many CLM implementers face challenges in delivering evidence of outcomes and impact to funders and other stakeholders. One challenge is the short timeframe in which CLM programmes are expected to deliver evidence of impact on health services, policies, community experiences or other outcomes. Another challenge – inherent to advocacy work – is that a successful CLM programme that gathers, analyses and presents data to duty bearers cannot control whether action is triggered. If it is not, the programme may be judged less successful; if action is taken, the causal contribution of the CLM programme may be difficult to establish.

To address these challenges, a CLM MEAL Framework is needed. It should define the value of and capture early outcomes, such as expanded organizational capacity, increased collaboration between coalition members, and expanded leadership in a specific population. It should also capture non-health service-related outcomes, such as expanded networks of connections between community leaders and groups and health providers and officials, increased adoption of evidence-informed decision-making approaches, increased trust and shifts in perceptions of the health system. This framework must also address challenges related to assessing causal mechanisms and CLM contributions in contexts when duty bearers act on evidence – and when they do not.

To develop this framework, the consultant will conduct a desk review and key informant interviews. These will:

- Identify key stakeholders;
- Assess current priorities, needs, goals and objectives across different CLM programmes;
- Assess the current strengths and gaps in existing CLM MEAL practices and approaches, as well as in relevant innovations and approaches from other fields, such as advocacy monitoring and evaluation in non-HIV contexts.

The review and research phase should include:

- A summary of current reporting approaches, including reporting schedules, indicators and qualitative approaches;
- A summary of CLM implementer perceptions of how these reports support their programmes;
- A summary of CLM funder perceptions of how reporting tools support timely identification of challenges or successes;
- A summary of approaches of relevance to the core objectives of the MEAL Framework from other arenas, including advocacy evaluation tools using narrative, social network analysis, incorporation of diverse perspectives on programme implementation, and harvesting of intended and unintended outcomes.



The review process will culminate in a summary of findings and recommendations that will be presented to and validated by the IAS CLM programme Steering Committee (SC). After finalization of the findings and recommendations phase, the consultant will work with the SC and a working group comprised of SC members and stakeholders with relevant expertise to develop the MEAL Framework.

The MEAL Framework will be presented at AIDS 2024, the 25th International AIDS Conference, in Munich, Germany (July 20 – 27 2024), and webinars and in-country convenings to build awareness and utilization of this resource.

4. Objectives and estimated effort

Objective 1: Desk review and stakeholder consultation (estimated time: 10-12 days)

- Review existing HIV CLM MEAL approaches;
- Review MEAL approaches relevant to HIV-focused CLM from other disciplines or fields;
- Conduct key informant interviews with CLM implementers, CLM technical assistance providers and funders.

Objective 2: Analysis and recommendations (estimated time: 5-7 days)

- Provide a comparative analysis of existing HIV CLM MEAL approaches based on review of documents and key informant interviews, assessing scope, approach, uptake, outcomes and impact, strengths, limitations and format;
- Identify relevant non-HIV CLM MEAL approaches that could be used to fill gaps or strengthen outcomes of MEAL activities;
- Provide recommendations for the content and approach of the MEAL Framework.

Objective 3: Collaborative development of the MEAL Framework (18-20 days)

- Work with the IAS CLM team and Steering Committee to constitute a MEAL Working Group to support development of the framework;
- Lead the drafting of and feedback into a MEAL Framework for CLM;
- Work with the IAS CLM team to finalize the framework, introductory slide deck and other materials, as needed, for dissemination.

5. Deliverables

Deliverable 1: Landscape analysis and recommendations, including results of:

- Comparative tools comparing features, effectiveness and limitations of the CLM MEAL tools evaluated;
- Interviews;
- Literature review;
- Specific recommendations and approaches for a MEAL Framework.



Deliverable 2: Summary presentation: A PowerPoint deck that visually highlights the essential findings and recommendations, suitable for sharing with the IAS CLM SC.

Deliverable 3: MEAL Framework: A comprehensive, adaptable framework for CLM MEAL, including:

- Sample indicators for early, middle and completion phases of programme implementation;
- Approaches to adapting indicators for programmes of different levels of maturity;
- Practical instructions for implementation of innovative/non-traditional MEAL approaches.

Deliverable 4: Summary presentation: A PowerPoint deck that visually highlights the essential findings and recommendations suitable for sharing with the IAS CLM SC.

6. Proposal requirements

- A two-page overview of the methodology proposed for the review;
- CV and summary of relevant experience;
- At least two references from previous clients;
- A daily rate;
- For individual consultants, recent evidence of freelance registration in your country of residence.

7. Qualifications for consultants

- Hold an advanced degree and a minimum of five to seven years of relevant experience in the fields of public health, social sciences or related disciplines. Experience in global health and/or HIV is highly desired;
- Demonstrated expertise in the evaluation of tools, frameworks or programmes, as well as conducting stakeholder interviews for data collection and analysis;
- Submission of at least two recent writing samples, preferably related to public health initiatives, tool evaluations or stakeholder analyses. Please provide these in a digital format with your application.

8. Timeline

The consultancy is expected to take 25-35 working days within three months of the contract start date.

- A specific work plan will be agreed upon selection of the candidate.

9. Submission details

All submissions should be sent to clm@iasociety.org no later than Monday, 8 January 2024, 23:00 CET.