IAS

Piloting a monitoring, evaluation accountability and learning (MEAL) guidebook for CLM

Request for proposals

Closing date and time: 15 November 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 HIV. For more information about the programme, visit https://www.iasociety.org/ias-programme/community-led-monitoring.

3. Purpose

The IAS CLM programme fosters greater understanding and adoption of CLM as a valuable social accountability mechanism. As part of this effort, the IAS is supporting development of a monitoring, evaluation, accountability and learning (MEAL) guidebook for CLM implementers. A literature review, key informant interviews and consultations with more than 200 CLM implementers from 40 countries informed the content and approach of the current draft. The framework and accompanying guidebook are designed to be adapted according to specific MEAL purposes, maturation stage or CLM phase. The current working version offers a series of

discussion questions and planning exercises to help shape and set goals for MEAL activities. It also includes an adaptable framework of indicators that can be used to design those activities.

To ensure that the MEAL guidebook meets CLM implementer needs in terms of usability, content, practical tools and resources, the IAS is seeking proposals from CLM programmes to pilot and provide feedback on the guidebook between December 2024 and February 2025.

4. Deliverables

Three grants of up to USD 6,000 each for a maximum duration of three months are available to support CLM implementers at different stages of MEAL to pilot the MEAL framework and accompanying guidebook. The following activities are eligible for support:

1) Application of the MEAL framework and guidebook to plan MEAL activities, including estimated budgets
2) Implementation of MEAL activities developed using the MEAL framework and guidebook
3) Convenings to solicit input and feedback on the guidebook and framework

Priority will be given to proposals that focus on development and/or implementation of pilot MEAL activities. Proposals centred solely on standalone meetings with stakeholders should address how the convenings will gather substantive feedback on the utility of the guidebook.

Applicants are encouraged to review the current working version of the guidebook as a resource while preparing their proposals.

Eligible costs include:
- Human resource capacity for CLM implementing organization staff to develop and/or implement MEAL activities based on guidebook content, analyse outcomes and prepare feedback
- Travel costs, including transit, accommodation and per diem for piloting activities
- Meeting costs for convenings associated with piloting activities

5. Proposal requirements

- Organization profile, including an indication of whether the organization is led by communities or civil society in at least one of the following regions: Asia and the Pacific, Africa, and Latin America and the Caribbean (maximum of 1,000 words)
- The rationale and description of the proposed activities and deliverables (maximum of 1,000 words), including:
  - The approach to piloting the MEAL guidebook
  - The CLM team members involved
  - The activities (that is, data collection, dissemination and coalition building) that will be the focus
  - The MEAL purpose that the pilot will focus on and/or the approach to convening
- A budget and budget narrative outlining the rationale and anticipated costs per activity (in USD)

- Two examples of previous CLM work, including any MEAL
- Proof of organization registration
- Organization financial reports from the past two years

6. Eligibility

Organizations must be implementing CLM for HIV. We strongly encourage applications from organizations based in the following regions: Asia and the Pacific, Africa, and Latin America and the Caribbean.

7. Submission details

Proposals must be sent by email in a single Word or PDF document to clm@iasociety.org with the subject, "RfP – Piloting MEAL guidebook for CLM", by 15 November 2024, 23:00 CET.