



## **Deepening Decentralisation and Non State Actors Project**

### **TERMS OF REFERENCE**

#### **Assessment of HIV and AIDS Service Delivery at Community Level**

##### **1. Background and Context**

The Lesotho Council of NGO's is umbrella body for civil society organisations in Lesotho, the organisation was established with the objective to provide supportive services to the NGO community in Lesotho through networking, leadership, information dissemination, capacity building, coordination, advocacy and lobbying, and representation when dealing with the international community and government.

LCN is implementing a project titled Deepening Decentralisation and Non State Actors with support from European Union. The overall objective of the project is to enhance participation of Non State Actors (NSAs) in contributing to poverty reduction at community level. The project is aimed at promoting constructive engagement in local government as a way of improving accountability and transparency. In a democratic country like Lesotho, it is expectation of every citizen to participate in any development decisions that are meant to address poverty or any matter that can ultimately affect their life. Democracy has a meaning to ordinary public only if it delivers on its promises. It has been noted that in most democracies focus has been on political freedom. However issues related to service delivery have been lacking behind.

HIV and AIDS continue to depreciate our human resource capital, thereby contribute in deepening poverty situations in the country. There are many key players in ensuring that issues of HIV and AIDS are addressed in a very effective and efficient way and are even well

incorporated in the national strategies and budget. However issues of accountability and transparency in delivering the services remain questionable.

## **2. Purpose of the assignment**

The purpose of this assignment is to engage a short term consultant to conduct a study that will assess the way service delivery agenda on HIV and AIDS is addressed at community level and how the local and national budgets are responding to this key policy area. The net result of the study would be to enhance accountability and transparency based on the evidence generated from the studies. At the end of the consultancy, the report will be used for the project and future reference to continue to enhance accountability and transparency on delivery of HIV and AIDS services at community level.

## **3. Specific Objectives**

- Identify how health facilities as key HIV and AIDS Services providers at community level work together with community based organisations that provide the same service.
- Indicate how people access HIV and AIDS services in the 10 Community Councils
- Portray the relationship between the service providers and Community Councils
- Indicate the availability of community councils HIV and AIDS Plans and their incorporation in the 2014/15 National budget

## **4. Key Deliverables**

- Report indicating the mentioned specific objectives (2 hard copies) and a soft copy in a form of a disc.

## **5. Location of the assignment**

The assignment will be implemented in the 2 Community Councils of the mentioned districts; Leribe, Botha Bothe, Mokhotlong, Mhaheshoek, Mafeteng, Maseru. (12 Community Councils in total).

## **6. Time frame of the assignment**

2 months (June and July)

## **7. Reporting**

The Consultant will report to the Programs Director but will work directly with Health and Social Development Coordinator. The table below summarises reports that shall be submitted by the consultant and timeframes for submission of such report.

<b>Submission</b>	<b>Timeframe</b>
Inception Report with incorporation of a detailed work plan	Within 5 days of contract commencement
Draft report of the activity	After 6 weeks of the contract commencement
Final Report	5 days before contract close out

## **8. Requirements**

Consultant must produce:

- Technical proposal that outlines methodology and work plan.
- Financial proposal.
- Curriculum vitae

## **9. Profile Consultant**

Consultants should possess the following attributes:

- Relevant post-graduate degree,
- Demonstrate massive experience in conducting social researches especially on HIV and AIDS
- At least five years practical experience in development with particular emphasis on the NGO sector and local community structures.
- Knowledge of data analysis methods and report writing.

## **10. Payment schedule**

- 30 % of the contract amount shall be paid upon submission of inception report.
- Another 30% shall be paid upon submission of the draft report
- And the 40% of the contract amount shall be paid upon submission and approval of the final report