

Human Resources for Health in 2030

REQUEST FOR APPLICATIONS

No. HRH2030-CBM-Sub-2021-01

Date: January 29, 2021

Questions and Answers

1. What is the scope of this program?
 - Please reference Section IA and IB of RFA No. HRH2030-CBM-Sub-2021-01 on pgs. 1-3.
2. How many trainer(s) do you want or require on this project?
 - We anticipate a need for one to three trainers, but applicants should propose an appropriate number that aligns with the proposed technical approach.
3. How many hours do you estimate this program to take?
 - The proposed level of effort should be consistent with the applicant's technical approach.
4. Who will participate in this program? The 7 Senior Technical Advisors and/or others? Will there be additional participants in the trainings versus coaching engagements?
 - The participants will be the seven Senior Technical Advisors. Chemonics's project management unit team based in the U.S. may attend trainings and/or coaching engagements as needed for oversight purposes. The senior technical advisors are expected to be supported individually and as a group. The senior technical advisors are expected to be coached and mentored in methods to best transfer capacity to the National Malaria Control Programs (NMCPs) with whom they are working. Each advisor takes a different approach to supporting the NMCPs, with ranges in sizes and management structures of these NMCPs.
5. What kind of management and/or leadership development training have these participants / leaders received?
 - Each individual has a different level of management and/or leadership development training, yet all are experienced malaria, supply chain, and/or monitoring & evaluation global health professionals.
6. What is the background of the participants?

- Please see attached job description as an illustrative example of the background for senior technical advisors.
7. Where are they from? They're imbedded in those countries, but where are they originally from?
 - The senior technical advisors are composed of third-country and cooperating country nationals; most are from francophone countries.
 8. Will you provide their bios?
 - Applicants may find background information on our technical advisors on our [HRH2030 program page](#). Complete bios will be shared with the successful applicant(s).
 9. What is the situation that calls for this training? What is the real-life situation that demands this learning?
 - Please refer to Section IA and IB of RFA No. HRH2030-CBM-Sub-2021-01 on pgs. 1-3.
 10. How many people will participate in the large and small group sessions?
 - Large-group coaching sessions should include the seven Senior Technical Advisors. Applicants may propose a size for small group sessions consistent with their technical approach.
 11. When stating that the applicant will be “putting together coaching strategies for both larger groups and individual plans for targeted support”, who exactly is that referring to?
 - Please refer to the response for questions 4 and 10.
 12. Will the contractors be compensated for their time associated with the program and curriculum design?
 - Applicants may include curriculum and program design costs for this scope of work in their estimated budget.
 13. When stating “conduct continuous follow up,” what is the frequency and duration of those follow up meetings? Ending when?
 - The frequency and duration of “continuous follow up” will be driven by individual support plans and applicants should provide reasonable and realistic estimates in their proposed budgets. Follow-up is expected to continue through the end of the period of performance of the anticipated subaward.
 14. What will be the frequency, timing and duration of trainings? What times of day (local Africa time) will these trainings happen?

- The frequency of trainings should be driven by the proposed technical approach. Participants will be based in the following countries and training times should align with their working hours: Central African Republic, Chad, Côte d'Ivoire, Guinea, and Togo.

15. Will the whole program be virtual?

- While the program is envisioned to be mostly virtual, in-country sessions may be proposed by applicants within their budget parameters and in line with the technical approach. If travel will be proposed, offerors will be expected to follow country COVID-19 protocols and social distancing best practices.

16. When the trainings will be virtual, from where will the participants be attending? By themselves from the countries where they work from their office or home or together from their office(s)?

- Please refer to the response for question 14: the participants are the seven technical advisors based in five countries - Central African Republic, Chad, Côte d'Ivoire, Guinea, and Togo.

17. What office supplies will they have access to while going through the program?

- Applicants are not expected to provide office equipment or supplies for the participants for the virtual sessions. If the applicant proposes in-country sessions, the applicant should budget for training-related materials and supplies for the sessions.

18. How stable will their internet connection be to support this program?

- For virtual meetings and teleconferences, in addition to the use of Microsoft Teams and Skype video, the program relies on alternative, low-bandwidth platforms such as WhatsApp, when there are internet connectivity issues.

19. Due to the virtual nature of the deliverables in the RFA, is an applicant required to be registered in the Central Africa Republic, Chad, Côte d'Ivoire, Guinea, and Togo?

- Applicants should be registered as needed to operate and perform the scope as detailed in the RFA.

20. Does the program require contractors to be registered to do business in each African country if the work will be done virtually?

- Please refer to the response for question 19.

21. What rate per hour is an applicant expected to use in estimating price for this project? Does the daily USAID facilitator rate apply to this work?

- Applicants should budget reasonable and realistic costs for the requested scope of work. Please refer to the cost principles under 2 CFR 200 and 2 CFR 700, as applicable, which are linked in Section ID of RFA No. HRH2030-CBM-Sub-2021-01.
22. Is the competition for this RFA among small and big businesses?
- Both small and large businesses are invited to apply.
23. Has any form of leadership development or coaching program previously been implemented in any of the countries listed in the RFA?
- Select advisors are familiar with using the LDP+ method for providing their own coaching support to NMCPs. In addition, during all-advisor semi-annual meetings, the advisors have received select support aligned to the Kotter model.
24. Are technical advisors providing in-person or virtual support to their staff?
- Technical advisors have provided both in-person and virtual support to NMCP staff, however due to Covid-19 restrictions, most staff engagement has been virtual.
25. What communication or technology platforms do the NMCPs in these countries use, and what limitations, if any, are advisors experiencing with it?
- NMCPs are accustomed to utilizing Microsoft Teams, Skype, Zoom, BlueJean, and WhatsApp platforms, among others. In times of connectivity issues, advisors rely on lower bandwidth platforms such as WhatsApp.
26. What measures are being used at present to evaluate performance of Senior Advisors, middle management, and other staff in leadership and managerial roles (e.g., effectiveness/results vs. behaviors/competencies)?
- Senior technical advisors are evaluated annually by their supervisor, which includes reviewing their transfer of capacity of NMCP core functions. In addition, the program supports an end-of-project “confidence assessment,” a survey distributed to NMCP members who have worked with our advisors, to provide feedback on how they feel advisors have helped them in their respective roles.
27. Do the Senior Advisors have supervisory duties over the staff they would be coaching, mentoring or training?
- No, the Senior Technical advisors do not have supervisory duties over NMCP staff.
28. Clarification re: the budget language that suggests this award is a grant agreement.
- HRH2030 intends to issue a sub-agreement to the selected applicant(s). References to “grant” and “grantee” in RFA- HRH2030-CBM-Sub-2021-001 should be substituted with “subaward” and “sub-recipient”, respectively.

Long-Term Technical Advisor HRH2030-Capacity Building for Malaria

This Scope of Work sets forth the services to be provided by the Long-Term Technical Advisor as part of the Human Resources for Health in 2030 (HRH2030)-Capacity Building for Malaria Activity.

Overview

Among the President's Malaria Initiative's (PMI's) strategic approaches for 2015-2020 is a focus on building capacity and strengthening health systems for malaria control of target countries, including national malaria control programs (NMCPs), stakeholders, among others. In select PMI-focus countries, PMI provides technical support through long-term technical advisors (LTTAs) who are seconded to NMCPs. These advisors will work within and with the NMCPs to provide technical support to build the NMCP's capacity and ensure collaboration with other partners in country to optimize malaria interventions supported by PMI and Global Fund (GFATM) resources and to improve the management and overall effectiveness of the NMCP. This support will ultimately contribute to improved malaria control and prevention activity performance.

The purpose of the HRH2030-Capacity Building for Malaria Activity is to improve NMCP performance through change in policy or guidelines, improvement in monitoring and evaluation (M&E) systems, or reduced stockouts. The objectives of the Activity are to strengthen:

1. NMCP's institutional capacity to ensure effective implementation of high-quality malaria control services at all levels of the health system.
2. NMCP's leadership, health workforce, and procurement and supply management to support successful implementation of PMI and GFATM funded activities.
3. LTTAs and NMCP technical knowledge and experience, and M&E management in malaria control.

To achieve these objectives, the HRH2030 will address Area 5 of PMI's strategic approach: "Building capacity and health systems" and operate under the PMI principle to "work within national malaria control strategies and plans and strengthen the capacity of national institutions, host-country systems, and professionals to address the challenges of malaria control, building country ownership and sustainability."

Principal Duties and Responsibilities

1. Assist the NMCP in taking appropriate management actions (planning, M&E, coordination, etc.) to meet donor requirements.
2. Assist the NMCP in the planning, logistics, communications, and M&E of national and subnational level activities, such as ITN distribution campaigns, among others.
3. Assist the NMCP in the design and implementation of the national malaria M&E plan, including collecting data from NMCP partners on their activities. The LTTA will also provide expert advice and practical experience in helping the NMCP and other in-country malaria stakeholders to jointly monitor inputs, outcomes, and progress towards goals.
4. Assist the NMCP and the Ministry of Health to initiate and conduct policy dialogue among stakeholders, including PMI and GFATM, to facilitate implementation of existing and development of new PMI implementing partner activities and GFATM grants.
5. Collaborate with the NMCP senior staff, implementing partners, and other stakeholders and donors, such as the World Health Organization, UNICEF, World Bank, and non-governmental organizations

to identify and to provide support in addressing malaria control intervention gaps in-country, consistent with the malaria control coverage needs identified by the NMCP strategy.

6. Work in collaboration with the NMCP and implementing partners to support a malaria routine data system as part of the country's health management information system.
7. Work with the NMCP and other stakeholders to ensure full accountability and value for PMI and GFATM resources provided for malaria control.
8. Assist the NMCP in developing plans to manage PMI and GFATM activities, such as ITN distribution campaigns. This includes providing managerial support to the NMCP leadership to brainstorm and identify technical interventions to be covered by future funding.
9. Assist the NMCP in strengthening the HRH management and organizational capacity.
10. Support to the NMCP for the quantification of needs for malaria control drugs and inputs, the development of supply plans, the ordering of inputs and the monitoring of stock management at all levels of the health system
11. The LTTA will be in charge of supporting the PMI country team and facilitating communication with the NMCP.