



## TERMS OF REFERENCE

### CONSULTANCY TO SUPPORT

### THE ESTABLISHMENT

### OF

### PRIVATE SECTOR ADVOCACY GROUP ON RESOURCE MOBILISATION FOR HIV/AIDS

#### 1. BACKGROUND

In 2014, the Joint United Nations Programme on HIV and AIDS (UNAIDS) announced ambitious new global targets which build on its 'Getting to Zero' strategy and aim to end the HIV epidemic by 2030. The UNAIDS 'Fast-Track' targets for 2020 are that:

- 90 percent of people living with HIV will know their HIV status
- 90 percent of people diagnosed with HIV will receive antiretroviral treatment
- 90 percent of people on treatment will have suppressed viral loads.

Total HIV funding for the Caribbean has declined for the past seven years and the anticipated shortfall in financing will continue to increase as donor funding continues to decrease. It is now more important than ever for Caribbean countries to diversify funding sources and increase domestic investment in national HIV responses in order to sustain achievements and to progress towards the missed 90-90-90 targets for ending the AIDS epidemic as public health threat for the people of the Caribbean. The Call for Action of the Third Latin America and Caribbean Forum "Road to ending AIDS in LAC- Towards Sustainable Regional Fast Track Targets," endorsed by Caribbean countries, reiterates the need for increasing public expenditure on health in order to put in place sustainable responses that achieve epidemic control. Through its high-level advocacy and engagement, PANCAP was able to secure a commitment from CARICOM Ministers of Finance, at the 18<sup>th</sup> Meeting of the Council of Finance and Planning held on 4<sup>th</sup> July 2018 in Jamaica, to provide the budgetary support required to fill the financing gaps for HIV.

PANCAP has established a Resource Mobilization Strategy (RMS) to position Caribbean countries to sustain the regional and national HIV response. As part of this strategy, the private sector engagement is important in advocating for a stronger regional response and to mobilize additional domestic funding.

PANCAP is in the process of establishing a Private Sector Advocacy group consisting of private sector representatives that seek to advocate around HIV/AIDS issues and support the implementation of the RMS.

The Private Sector Advocacy Group on Resource Mobilization will provide the next level of leadership and coordination required to demonstrate the value of a multi-sectoral response to sustain the HIV response. These efforts will contribute to a more enabling environment for private sector partnerships with national programmes and civil society.

## **I. PURPOSE, OBJECTIVES AND SCOPE OF WORK**

### **Purpose**

The purpose of this consultancy is to establish and operationalize the PANCAP Private Sector Advocacy Group on Resource Mobilization by advocating with the private sector, identifying members to serve on the group and conduct meeting and training with the group in accordance with the established Terms of Reference to guide the group.

### **Objectives**

The overall objectives of the consultancy are to:

- i) Identify Private Sector Representatives from the Caribbean to serve on the PANCAP Private Sector Advocacy Group on Resource Mobilization.
- ii) Convene meetings with the Private Sector Advocacy Group on Resource Mobilization in order to formally operationalize the group.
- iii) Serve as the liaison between the Private Sector Advocacy Group on Resource Mobilization, the PANCAP Resource Mobilization group and the PANCAP Coordinating Unit.
- iv) Develop the necessary documents to formalize the structure and operations of the group.
- v) Work with the group in the development of a two-year work plan to support advocacy and resource mobilization efforts.

### **Scope of Work**

Under the supervision of the Director of the PANCAP Coordinating Unit (PCU), the Consultant will be responsible for the operationalization of the PANCAP Private Sector Advocacy Group on Resource Mobilization.

Specifically, the consultant will be responsible for:

- a. **Identifying and inviting** private sector representatives to serve on the Private Sector Advocacy Group on Resource Mobilization.
- b. **Convening meeting** with the Private Sector group and other stakeholders.
- c. **Develop activities and plans** to formally launch the group in accordance with the established Terms of Reference
- d. **Work with the group** in the initial phase to establish a two-year work plan to support advocacy and resource mobilization work of the group.
- e. **Develop documents** to support the structure and function of the group
- f. **Serve as the liaison** in the initial formation of the group.

### III. DELIVERABLES

1. **An Inception Report** detailing the methodology to be used to identify, engage, and support members of the Private Sector Advocacy Group on Resource Mobilization.
2. **A Draft Report** detailing the meetings and training with the group and documents developed to support the establishment of the group.
3. **Finalised Report** that reflect the operationalization of the group along with the two-year workplan for the group.

#### **IV. ACADEMIC AND EXPERIENCE REQUIREMENTS**

The Consultant will be required to:

1. Possess advance qualifications in in marketing, business administration, economics, resource mobilization, communication, or other relevant discipline.
2. Possess advocacy and negotiation skills
3. Have an understanding of the HIV situation in the Caribbean including the funding landscape in the Caribbean.
4. Previous working experience with the private sector.
5. Excellent problem-solving skills and an ability to work within tight deadlines. A commitment to excellence in order to meet high quality standards expected internally and externally.
6. Ability to work independently with minimal supervision
7. Excellent written and oral communication skills.

#### **V. CONDITIONS OF ENGAGEMENT/REMUNERATION**

The Consultant shall be engaged for the period **14 June 2021 to 17 September 2021** and paid professional fees in the sum of **Fifteen Thousand United States Dollars (US\$15,000)**.

The consultant will be expected to use primarily email and Skype for communicating with the PANCAP Coordinating Unit, the private sector representatives, and regional partners.

**VI. Timelines for Deliverables and Payment Schedule**

No.	Deliverable	Date	%	Amount US\$
	<b>Execution of Agreement</b>	<b>14 June 2021</b>	-	-
1.	<b>An Inception Report</b> detailing the methodology to be used to identify, engage, and support members of the Private Sector Advocacy Group on Resource Mobilization	<b>18 June 2021</b>	35%	\$5,250.00
2.	<b>A Draft Report</b> detailing the meetings and training conducted with the Private Sector Advocacy Group on Resource Mobilization and the documents developed to support the establishment of the group	<b>30 July 2021</b>	40%	\$6,000.00
3.	<b>Finalised Report</b> that reflect the operationalization of the Private Sector Advocacy Group on Resource Mobilization along with the two-year workplan for the group.	<b>10 September 2021</b>	25%	\$3,750.00
<b>TOTAL</b>				<b>\$15,000.00</b>