

AIDSTAR-Two Project Trip Report

AIDSTAR-Two Project Trip Report – Tanzania

June 18-25, 2012

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5 key words:

USAID
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Debrief
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Workshop

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1. Scope of Work:

Destination and Client(s)/ Partner(s)	Bagamoyo, Tanzania.
Traveler(s) Name, Role	Ummuro ADANO, Senior Technical Advisor, Capacity Building
Date of travel on Trip	June 18 – 25, 2012
Purpose of trip	<ol style="list-style-type: none"> 1. Plan and deliver 2.5 day skill building workshop on effective strategic plan implementation for NACOPHA staff and primary stakeholders. 2. Hold final debrief with USAID/Tanzania
Objectives/Activities/ Deliverables	<ol style="list-style-type: none"> 1. Design and deliver workshop on implementation effectiveness following objectives: <ul style="list-style-type: none"> • Refine and finalize the pathway to change model for their organization • Describe three types of M&E frameworks commonly used in the health sector • Understand the key steps in the process and develop a generic M&E framework for their organization • Develop draft indicators
Background/Context, if appropriate.	<p>Registered in 2005 and headquartered in Dar es Salaam, the National Council of People Living with HIV (NACOPHA) is an umbrella organization of all individuals, groups, organizations and networks of PLHIV in Tanzania. Since its inception, the council has registered 12 national networks of PLHIV and 74 PLHIV district clusters. The district PLHIV clusters are structures through which NACOPHA coordinates programs and activities that are implemented in support of PLHIV in the country.</p> <p>In July 2011, AIDSTAR-Two received a draft scope of work from NACOPHA through USAID Tanzania. The request for capacity building technical assistance was rationalized, prioritized and finalized in consultation with NACOPHA Executive Director, his program staff and the Board Chair.</p> <p>The first activity involved the development of a new 4-year strategic plan, using a local consultant identified by the client. The process of plan development involved a series of activities including a 2 day skill building workshop on the principles and practices of strategic planning. The second activity, following a similar process, involved the development of an Advocacy and Communications Plan. The third activity is the development of a Resource Mobilization and Sustainability Plan. Last week, AIDSTAR-Two conducted a strategy implementation skill building workshop for 30 people (NACOPHA staff and key stakeholders) in Bagamoyo.</p>

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2. Major Trip Accomplishments: Should include the major programmatic goals realized, relevant metrics, and stories of impact from the trip.

The skill building workshop assisted the participants to accomplish the following objectives:

- Understand the importance of strategy development vs. strategy execution
- Examine internal and external challenges that may pose barriers to effective implementation
- Discuss the components of an effective implementation methodology, and apply it to the new Strategic Plan

30 participants attended and participated in the workshop, and later developed an implementation strategy with timeline to guide execution of NACOPHA's new strategic plan.

Ummuro also met with USAID/Tanzania and briefed them on the progress and accomplishments of the NACOPHA scope of work. This event in Bagamoyo marked the end of AIDSTAR-Two's technical assistance to NACOPHA, and all budgeted funds have been spent down.

3. Next steps: Key actions to continue and/or complete work from trip.

Description of task	Responsible staff	Due date

4. Contacts: List key individuals contacted during your trip, including the contacts' organization, all contact information, and brief notes on interactions with the person.

See contact sheet attached.

Name	Contact info	Home organization	Notes
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5. Description of Relevant Documents / Addendums: Give the document's file name, a brief description of the relevant document's value to other staff, as well as the document's location in eRooms or the MSH network. Examples could include finalized products and/or formal presentations, TraiNet Participant List, Participant Contact sheet, and Meeting/Workshop Participant Evaluation form are examples of relevant documents.

File name	Description of file	Location of file
Deck of Power Point slides		