

LMG Honduras Quarterly Report: October – December 2014

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Date of Publication: January 24, 2015

Development objective: Provide technical assistance to the Ministry of Health (MOH) and local NGOs and other non-public Institutions in organizational capacity building to provide HIV/AIDS education and prevention services to key and priority populations.

Keywords: Leadership, Management, Governance, Honduras, HIV/AIDS, non-governmental organizations, civil society organizations, contracts, grants, results-based financing, capacity development

Funding was provided by the United States Agency for International Development (USAID) under Cooperative Agreement AID-OAA-A-11-00015. The contents are the responsibility of the Leadership, Management, and Governance Project and do not necessarily reflect the views of USAID or the United States Government.

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HONDURAS

QUARTERLY REPORT FOR
OCTOBER- DECEMBER 2014

January 23, 2015



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Abbreviations

AIDS	Human Immunodeficiency Virus/ Acquired Immune Deficiency Syndrome
AIDSTAR Plus	AIDS Support and Technical Assistance Resources Plus
AJEM	Youth in Motion Association (Asociación Juventud en Movimiento, in Spanish)
APR	Annual Progress Report
ARV	Antiretroviral drugs
BCC	Behavior Change Communication
CDC	United States Centers for Disease Control and Prevention
CASM	Mennonite Social Action Committee (Comisión de Acción Social Menonita, in Spanish)
CGSSI	Gay Community of San Pedro for Comprehensive Health (Comunidad Gay Sampedrana para la Salud Integral, in Spanish)
CHF	Global Communities
COCSIDA	Center for Guidance and Training on AIDS (Centro de Orientación y Capacitación en SIDA, in Spanish)
CSW	Commercial Sex Worker
DAPS	Department for Primary Health Care (Departamento de Atención Primaria en Salud, in Spanish)
DGD	Department for Decentralized Management (Departamento de Gestión Descentralizada, in Spanish)
ECOSALUD	Ecology and Health (Ecología y Salud, in Spanish)
ECVC	Central American Survey on Sexual Behavior Monitoring and Prevalence of HIV and Sexually Transmitted Infections (Encuesta Centroamericana de Vigilancia de Comportamiento Sexual y Prevalencia de VIH e Infecciones de Transmisión Sexual, in Spanish)
FSW	Female Sex Worker
GHI	Global Health Initiative
GOH	Government of Honduras
JSI	John Snow, Inc.
KAP	Knowledge, Attitudes and Practices
HDI	Human Development Index
HIV	Human Immunodeficiency Virus
IPSL	Integrated PEPFAR Site List
LLM	The Breastfeeding League (La Liga de la Lactancia Materna, in Spanish)
LMG	Leadership, Management, and Governance Project
MOH	Ministry of Health (also known as SESAL or Secretaría de Salud, in Spanish)
MSH	Management Sciences for Health
MSM	Men who have Sex with Men
PAHO	Pan American Health Organization
PEPFAR	United States President's Emergency Plan for AIDS Relief
PMP	Performance Monitoring Plan
PRODIM	Developmental Programs for Women and Children (Programas para el Desarrollo de la Infancia y la Mujer, in Spanish)



PY	Project Year
Redes	Directorate of Health Networks and Services (Dirección de Redes y Servicios de Salud, in Spanish)
RFP	Request for Proposals
RSD	Regional Health Offices of the MOH (Regiones Sanitarias Departamentales, in Spanish)
STI	Sexually Transmitted Infections
TW	Transgender Women
TOR	Terms of Reference
UAFCE	Unit for the Administration of External Cooperation Funds (Unidad Administradora de Fondos de Cooperación Externa, in Spanish)
ULAT II	Local Technical Assistance Unit for Health II Project (Unidad Local de Asistencia Técnica, in Spanish)
USAID	United States Agency for International Development
UECF	Unit for Extension of Coverage and Financing (Unidad de Extensión de Cobertura y Financiamiento, in Spanish)
UGD	Unit for Decentralized Management (Unidad de Gestión Descentralizada, in Spanish)
UNAIDS	Joint United Nations Programme on HIV/AIDS
UPEG	Unit for Management Planning and Evaluation (Unidad de Planeamiento y Evaluación de la Gestión, in Spanish)
USG	United States Government

I. Executive Summary

This report describes the main achievements for the Leadership, Management & Governance (LMG) program in Honduras for the October to December 2014 period. This report serves to update the United States Agency for International Development (USAID) Mission in Honduras on project accomplishments and inform of any outstanding issues during this period.

Work during this quarter has been centered on accompaniment to the Unit for the Administration of External Cooperation Funds (UAFCE in Spanish) to carry out the bidding process to contract out the HIV prevention services package for key and priority populations in Honduras based on the management for results model, providing technical assistance to develop the timeline of the bidding process and five Terms of Reference (TOR) for the following populations group: Men who have sex with men (MSM), MSM hard to reach, Commercial sex workers (CSW), CSW hard to reach, and Garifuna ethnic group. Furthermore, technical assistance was provided to the Unit for Decentralized Management (UGD in Spanish) and Non-Governmental Organizations (NGOs) to develop the Knowledge, Attitudes and Practice (KAP) study, and continuous support and advisory services were provided to personnel working at the UAFCE and UGD that are involved in managing the NGO contracts.

Activities reported during this period are based on the revised Project Year (PY) 3 work plan approved by USAID in December 2014.

The major accomplishments of the LMG Honduras program from October to December 2014 are:

- Accompanied the MOH as they prepared and updated the timeline for the bidding process to contract the HIV prevention services package for key and priority populations for 2015. LMG also provided support and technical assistance to the Ministry of Health (MOH) (including, UAFCE, UGD, and the General Directorate for Networks) in the preparation of technical and financial templates and five terms of reference (TOR) for the following population groups: Men who have Sex with Men (MSM), hard to reach MSM, Commercial Sex Workers (CSW), hard to reach CSW, and the Garifuna ethnic group. Technical assistance and accompaniment to the General Directorate for Networks was also provided to socialize the Terms of Reference (TOR) with Departmental Health Regions.
- Trained UGD technical officers in the use of surveys to collect information to develop the Knowledge, Attitudes and Practices (KAP) Report. These surveys were used with CSW, CSW partners and Garifuna populations. In addition, LMG supported UGD officers to train five NGOs and Management Control Technicians in four Departmental Health Regions: Cortés, Atlántida, Colón and the San Pedro Sula Metropolitan Region on the use of the surveys and how to develop the KAP Report.
- Provided technical assistance to review and improve the form used to register people receiving HIV rapid testing and counseling services.
- Followed up on the Management Competencies process through virtual meetings with the MOH teams and on-site assistance to review the implementation of their action plans and update as necessary



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- Provided technical assistance to the UGD on collection and analysis of PEPFAR indicators for their monthly and quarterly presentations.
- Provided technical assistance to regional health technicians in three Departmental Health Regions (Atlántida, Colón and Cortés) on conducting the monthly technical closings for the NGOs they monitor.
- Provided technical assistance to the UGD and UAFCE to help them prepare for the monthly monitoring meetings and quarterly partners meeting with USAID
- Provided technical advice and accompaniment to the UGD, UAFCE and Departmental Health Regions in the revision and adjustments of their Operational Plans for implementation letter #15 in order to determine final balance of funds.
- Supported the UAFCE and UGD in the development and review of the Operational Plan to be submitted to USAID for the next implementation letter.
- Followed up on the Continuous Quality Improvement Plans that have been prepared with NGOs as a result of the workshop facilitated by AIDSTAR Plus in previous period. This follow up and accompaniment was done through virtual technical assistance and on-site visits to the NGOs: CASM Colón, CASM Cortés, ECOSALUD, Liga de la Lactancia Materna, AJEM and PRODIM.
- Conducted two visits per month to each NGO to advise on the presentation of the expense liquidations and to verify compliance with the administrative financial guidelines established by the UAFCE.



II. Program Context and Expected Results

National Context:

Honduras is located in Central America and is divided into 18 administrative departments. The population of Honduras is 8,045,990 people (2010), of which 3,965,430 (49.28%) are men and 4,080,560 are women (50.71%). The population under 18 years of age represents 48.7% of the country's population.

The country continues to experience a difficult structural economic crisis that affects the national health system, particularly the MOH.

It is estimated that approximately 65% of the population lives under the poverty line, 22.1% in relative poverty and 42.4% in extreme poverty.

According to the United Nations Development's Human Development Report 2008/2009, published on December 18, 2008, Honduras ranks fifth among the countries with the lowest Human Development Index (HDI) in the Americas. In 2007, the HDI was calculated to be 0.7, ranking 117 out of 179 globally.

Honduras' urban population is 4,128,652 (51.31%) and rural population is 3,917,338 (48.68%). Life expectancy is 73.6 years, with 77.2 years for women and 70.1 years for men.

Honduras has one of the highest population growth rates in Latin America, calculated to be 2.3% between 2005 to 2010. The department with the highest population is Cortes with 1,529,826 inhabitants or 19% of the national population, followed by Francisco Morazán with 1,406,769 or 18% of the national population. 37% of Honduras populated in is concentrated in the two most important cities in these two departments, San Pedro Sula and Tegucigalpa. The household survey held in May 2009 captured an illiteracy rate of 16.2%. The lowest illiteracy rate is for the 15 to 18 year old population with 5.1%, the national average of schooling is 7.2 years.

Project Context:

The Government of Honduras' Response to HIV/AIDS

Over the past decade, the Government of Honduras (GOH) has taken various steps to respond to the HIV epidemic. The current HIV/AIDS National Strategic Plan (PENSIDA III), 2008 – 2012, prioritizes scale-up of prevention efforts for MSM, Garífuna, sex workers and pregnant women. The Sula Valley, North Coast, and the Tegucigalpa metropolitan area are identified as important geographical focus areas due to their higher prevalence rates, and special emphasis is given to HIV diagnosis and treatment and to monitoring and evaluation of the PENSIDA III efforts. The GOH has started the process of drafting PENSIDA IV, written under the umbrella of the National HIV Strategy that was completed in March 2011. The National HIV Strategy formulates a strategic vision for comprehensive HIV and AIDS promotion, prevention, care and support services within the National Health Sector Reform framework, under which the MOH has separated the stewardship and service delivery functions. Also within this framework, two new units were established to manage the decentralization of health services: the aforementioned



UAFCE (formerly the Unit for Extension of Coverage and Financing (UECF in Spanish) and UGD (formerly the Department for Decentralized Management (DGD in Spanish)).

The National HIV Strategy outlines 14 key activities designed to provide greater access to a basic package of HIV services at the individual, family, and community levels. The strategy includes the definition and operationalization of a basic package of services according to the life cycle and type of services (promotion, prevention, treatment, care and support); reorganization of Sexually Transmitted Infections (STI) / Human Immunodeficiency Virus (HIV) / Acquired Immune Deficiency Syndrome (AIDS) (STI/HIV/AIDS) service provision structure; and the definition of a new management model for results-based service provision.

Additionally, the second Central American Survey on Sexual Behavior Monitoring and Prevalence of HIV and Sexually Transmitted Infections (ECVC, in Spanish) in key populations in Honduras was completed in 2012. The first survey was conducted in 2006. The objectives were to determine the prevalence of HIV and STIs, the risk behaviors in female sex workers (FSWs), men who have sex with men (MSM), and transgender women (TW), the Garífuna, and risk behaviors and STIs in people with HIV, as well as to estimate the size of the population of FSWs and MSM in Tegucigalpa and San Pedro Sula. The results presented in the report will serve as an important source of information for the project and collaborating partners.

US Government Assistance in Honduras

USAID's HIV and AIDS programs in Honduras are implemented as part of the United States President's Emergency Plan for AIDS Relief (PEPFAR) in line with the strategic priorities outlined under the Central American Regional HIV/AIDS Partnership Framework, 2009 – 2013. Activities also directly contribute to the Honduras Global Health Initiative (GHI) Strategy, 2011 – 2015. The overarching GHI country goal in Honduras is to "Improve the health status of underserved and vulnerable populations". In collaboration with the MOH, other United States Government (USG) agencies/departments and private sector partners, the HIV-related component of the GHI strategy contributes to the achievement of "Priority Area 1: Increased access to quality essential services for underserved and vulnerable populations", and "Priority Area 2: Improved stewardship and responsiveness of the health system".

As part of its health portfolio, USAID improves the quality of, and access to, HIV/AIDS care and treatment services through both civil society organizations and the MOH. In close collaboration with the GOH since 1993, USAID has supported HIV/AIDS prevention activities for key populations through financial and technical support to local NGOs. Since 2005, this support has included a range of capacity building initiatives with community health workers from promoting healthy behaviors, to rapid testing of HIV for vulnerable populations.

Expected Results

All project activities from this quarter contribute to achieve the following two Expected Results of the LMG Honduras program:

- 1) Organizational capacity developed within the MOH to establish and carry out effective funding mechanisms, management and stewardship of HIV prevention services provided by local non-governmental organizations (NGOs) and other non-public institutions.; and
- 2) Organizational capacity developed within local NGOs and other non-public institutions to support the implementation of evidence-based, quality HIV prevention services for key and priority populations in compliance with the new MOH funding mechanisms.

II. Intermediate Program Results and Activities

This section of the quarterly report serves to inform USAID/Honduras of the results achieved from October to December 2014, and to report on specific activities. Results are presented in relation to activities listed according to the approved project year 3 (PY3) work plan.

Expected Result 1: Organizational capacity developed within the MOH to establish and carry out effective funding mechanisms, management and stewardship of HIV prevention services provided by NGOs and other non-public institutions.

Activity 1.1: Strengthen the processes and capacities of the MOH (UAFCE, UGD and the Regional Health Offices (RSD in Spanish) to bid and contract NGOs and other non-public institutions in accordance with the approved Manual to Contract Public and Non-public Institutions.

Meetings were held with the UAFCE technical and legal teams, technical staff from the UGD and the Department of Standardization to work with them on preparing and updating the timeline for the bidding process for public and non-public institutions or 2015.

Support and advisory services were provided to the MOH on the preparation and adaptation of the budget template that will be included in the TORs.

Technical assistance was provided to the team responsible for preparing TOR for the following five populations: the Garífuna ethnic group, MSM, FSW, hard to reach MSM and hard to reach FSW, for the 2015 bid process. This team included technical staff from UAFCE (2), UGD(2), and the Department of Standardization (2). A representative from the General Directorate of Networks also participated. Further, technical support was provided on the incorporation of the recommendations made by the MOH legal advisor on the TOR.

Accompaniment and technical assistance was provided for the General Directorate of Networks to carry out socialization for the TOR for the five key populations, with the regional directors in Atlántida, Cortés, San Pedro Sula and the Tegucigalpa metropolitan region. During a meeting with the aforementioned directorate, feedback was received from the regional directors which was included in the TOR.

Activity 1.2: Strengthen the processes and capacities of the MOH (UAFCE) on accountability and transparency in the management of the agreements signed by the MOH and the NGOs and other non-public institutions.

This activity will initiate in the next quarter.



Activity 1.3: Strengthen the processes and capacities of the MOH (UGD) to perform technical audits of the agreements signed by the MOH and the NGOs and other non-public institutions.

Technical assistance was provided to the UGD for the realignment and improvement of the NGO technical audit reports carried out in the previous period and on the preparation of the report on the mid-term meeting held by the UGD with the NGOs.

Activity 1.4: Strengthen the processes and capacities of the MOH (Sub-secretariat of Networks including the RSD), to monitor the agreements with the NGOs and other non-public institutions.

LMG accompanied the RSD staff as they carried out NGO technical closures in three departmental health regions (Atlántida, Colon and Cortes).

Two UGD technical officers were trained on management of the KAP survey forms, which were used with FSW, partners of FSW, and the Garífuna population between the ages of 9-12, 13-15, 16-24 and over 24 years old.

In addition, the UGD was accompanied during the KAP training workshop for five NGOs and four management control technicians from the departmental health regions of Cortes, Atlántida, Colon and the San Pedro Sula metropolitan region.

Advisory services and accompaniment were provided to the General Directorate of Networks for the preparation and presentation of their quarterly report to USAID, and in completing the PEPFAR indicator matrix for the Annual Progress Report (APR) and the Integrated PEPFAR site list (IPSL) requested by USAID. In addition, technical assistance was provided to the UGD in the collection and analysis of PEPFAR indicators.

The technical guidelines manual was submitted to the USAID mission for review; comments are pending.

Technical assistance was provided on improving the form for recording persons receiving the HIV rapid test. A meeting was held with the head of the regional laboratory to improve the form, which was validated by one of the NGOs. As a final product, the MOH received USAID approval of the form which will be implemented with the NGOs.

Activity 1.5: Strengthen the management capacities of MOH (UAFCE and Sub Secretariat of Networks including UGD and RSD).

Due to the relationship between the Challenge Model identified by two of the improvement teams conformed during the Management Competencies process which began during the previous period, during this quarter both teams were consolidated into one, called "Empowerment" with which different meetings were held. This team is formed by different technical staff from UAFCE acquisitions, finance and monitoring units, as well as UGD technical staff.

The Challenge Model was adjusted with this group and the following actions were implemented:

- Created flowcharts to provide clarity in the processes for project liquidations and disbursements,
- Improved the form for the NGOs to request reprogramming of the activities
- Accelerated the processing of requests for approval sent by the NGOs
- Consulted with the donor to send bank transfers to the NGOs, reducing the time it takes to prepare checks.

Another of its actions was to prepare a pocket manual that includes the responsibilities of each of the units as related to liquidations and disbursements. This was not completed and is in draft because it was not possible to continue the work of the group due to UAFCE prioritizing other activities related to audits and year end closure.

Capacity building to UAFCE management team was provided through individual coaching sessions to the General Coordinator. It was not possible to schedule coaching sessions with Finance and Administration Coordinator since she was not available and the Technical Administrative Officer who initiated the coaching process did not continue working with the Unit.

Activity 1.6: Strengthen the financial and administrative processes of the MOH to manage the USAID HIV implementation letters.

LMG supported UAFCE, UGD and regions in reviewing its annual operating plan which will be submitted to USAID as part of the implementation letter for the next period.

Technical assistance was provided to the UAFCE for the review and realignment of the annual operating plans in implementation letter #15 from different regions and the units at MOH that sets standards and norms, with the objective of determining real expenses and funds that will not be utilized and de-obligated.

Support and advisory services were provided to the UAFCE in the preparation of the financial information to be included in the quarterly and annual financial report.

Accompaniment and advisory services were provided to the UAFCE in the preparation of several additional reports, including the country training report, report for the PROMIS database, and the quarterly report of accumulated expenses requested by USAID to determine available funds for December 2014

LMG advised UAFCE on several occasions to assist them with reports and requests to USAID (liquidations and requests for funds, timely completion, eligible expenses, etc.).

Expected Result 2: Organizational capacity developed within local NGOs and other non-public institutions to support the implementation of evidence-based, quality HIV prevention services for key and priority populations in compliance with the new MOH funding mechanisms.

Activity 2.1: Strengthen NGOs and other non-public institutions' technical capacity to develop technical proposals during negotiation with MOH.

This activity will start in the next quarter.

Activity 2.2: Strengthen NGOs and other non-public institutions' capacity to improve the quality of HIV prevention services they provide to key and priority populations.

LMG monitored and provided technical feedback on the rapid test brigades implemented by COCSIDA Tela, and the educational activities implemented by CASM Colon in the communities of Irión Viejo, San José de la Punta, Punta Piedra and Ciroboya.

In November, the USAID Honduras Deputy Director visited the Maternal Lactation League NGO in San Pedro Sula to observe an educational activity and a rapid test brigade with young people between the ages of 16 and 24 years. Prior to the visit, LMG provided technical assistance to that NGO to prepare the activities, resulting in positive comments from the Mission on the work they observed during the visit.

Activity 2.3: Strengthen NGOs and other non-public institutions in their technical capacity to implement the agreements in compliance with MOH requirements.

LMG provided technical assistance to ECOSALUD, CASM Cortes, Casm Colon, and COCSIDA (Tela) to review behavior change communications (BCC) reports and the means for verification on reported indicators.

Five coordinators and 16 educators were trained from five NGOs (PRODIM, CASM Colon, CASM Cortes, the Maternal Lactation League and ECOSALUD) on information gathering and analysis for the preparation of the KAP report. Surveys forms used with FSW, partners of FSW, and the Garífuna population were reviewed and realigned.

LMG also provided technical assistance to CASM Cortés and ECOSALUD during trainings to 10 and 7 surveyors, respectively.

LMG accompanied the Maternal Lactation League for field supervision of surveyors, and the coordinator was accompanied during a review of a sample of the surveys.



LMG followed up virtually with CASM Colón, CASM Cortés, ECOSALUD, the Maternal Lactation League on progress made on their continuous quality improvement plans, and through on-site visits with AJEM and PRODIM. Opportunities for improvement identified by the NGOs include:

- NGOs working with the Garífuna population concurred on the opportunities for improvement related to the delivery of BCC reports, which will permit coordinators to prepare their monthly reports ahead of time. Another area for improvement was the timely delivery of expense liquidations as established in the contracts. All NGOs stated they had put these actions into practice, resulting in improvements. In addition, the technical teams made the effort to comply with the proposed actions.
- AJEM: promotion of the rapid test service, including: preparation of a plan that includes activities such as the promotion of the rapid test brigades in social networks and meetings with leaders for them to promote them with their peers. As a result, they reached the goal for HIV rapid tests before the anticipated date.
- PRODIM: follow up of persons that test positive for HIV.

Activity 2.4: Strengthen NGOs and other non-public institutions on their financial management capacity to comply with MOH standards.

In response to questions from the UAFCE accounting office related to expenses and support documentation, all NGOs made corrections accordingly. LMG worked closely with the NGOs to ensure that the corrections were made accurately.

LMG made two visits per month to each NGOs to help with revision of expense liquidations and verify compliance with the NGO administrative manual and the agreement signed by both parties, before these were submitted to the UAFCE.

There were constraints for some expenses documentation to be reviewed in December because NGOs personnel were involved in gathering information for the KAP report and in meetings with the UGD to close the 2014 projects.

Activity 2.5: Strengthen NGOs and other non-public institutions capacities in transparency, accountability and management.

This activity will start during the next quarter.



III. Monitoring and Evaluation

The Performance Monitoring Plan (PMP) for this fiscal year presents a series of indicators for the project objective and expected results 1 and 2; see Annex 1 for an updated PMP report.

During this period, LMG submitted the Annual Progress Report (APR) and the Integrated PEPFAR site list (IPSL), requested by the USAID Mission in Honduras. In addition, information required for the PROMIS database from USAID was completed and uploaded.



V. Outstanding Issues, Constraints, Delays and Actions Taken

A Managerial Competencies process was initiated in the prior quarter, in which three teams from UAFCE and UGD developed action plans to respond to the main challenges related to managing the NGO contracts. During the quarter being reported, two teams merged into one group since their challenges and action plans were related, and it would be more effective to address them as one integrated team. The action plans were scheduled to be assessed in the month of December, however, the teams were not available and it was not possible to coordinate the final meeting with coordinator from UAFCE since she was not available during the month of December.

Several adjustments were made to the timeline for the contract bidding process due to reviews inside the MOH. As a result, only four terms of reference were published instead of five planned; the TOR for hard to reach MSM populations will be published in a separate process and are still under review by the legal unit of MOH.

The LMG Project Director received communication from the UAFCE Coordinator indicating that she and the Finance and Administration Coordinator will not continue at UAFCE in the following calendar year. In order to avoid delays or interruptions in the bidding process that is taking place, LMG staff has been providing close accompaniment and follow up to the team at UAFCE.

During the reported period, the NGOs did not receive their final disbursements on time since they were completing some additional documents requested by UAFCE. Therefore, data collection began late and the final report of the KAP study will be completed in January 2015. However, all the trainings and data collection for the KAP study report were completed.



VI. Financial Report

Period October'14-December'14

Pipeline at the beginning of period	\$ 383,040.49
New funds Obligation	0
Expenses during the reported period + Accruals	\$ 241,105.19
Pipeline at the end of the period	\$ 141,935.29
Estimated expense burn rate for next period	\$ 331,946.49
Estimated quarters of pipeline	0.43

* Note that this report is a projection of the quarterly balance, as MSH has not yet closed the quarter that ends December 30, 2014.

VII. Lessons Learned

During the planning phase of the bidding process to contract public and non-public institutions to provide the HIV prevention services package for key and priority populations, which MOH staff would participate in the development of the TOR was not clearly defined, and it was not until October that the team was conformed. The lesson learned is that a critical first step is that the MOH appoint a task force before any work is done, and to allow time for the MOH to make that decision prior to the date when the work needs to initiate.

During this bidding process, the *Manual to Select and Contract Public and Non-Public Institutions* was used as a reference. The need to review and update it was identified, as was the need to ensure that the roles of each unit are well defined and in accordance with the Organizational Development process that is taking place within the MOH. These actions will help eliminate delays in the bidding process, and should be factored into the future procurement planning phase. Processes should be clearly defined, and staff or consultants should have clarity from the MOH on their roles and responsibilities in the process.

Three officers at UAFCE (General Coordinator, Administration and Finance Coordinator and Technical Administrative Officer) began coaching sessions organized by LMG in the prior quarter. These officers will no longer continue with the Unit next year. Future coaching efforts with high level leaders should take into account the possibility of staff turnover and establish a plan to address that so that the local organization still benefits should there be turnover in the leadership.



VIII. Coordination with Other Actors

In this past quarter, LMG Honduras participated in a meeting hosted by AIDSTAR Plus on Results Based Financing, and shared information related to the process for contracting HIV prevention services.

In addition, LMG participated in the following MOH activities:

- Workshop to develop and review the 2015 work plans.
- Interagency coordination meeting

Coordination with the ULAT Project is established, and both the LMG and the ULAT Project Directors have regular coordination meetings and share work plans.



IX. Gender Component

The NGOs were followed up virtually in relation to the plan for gender violence referrals, none of the NGOs carried out case referrals.

As to NGOs working with the Garifuna population, during the training sessions information was provided on what to do in case of gender based violence because the subject emerged during some discussions of HIV related issues. The educators took advantage of the opportunity to provide information on the issue.



X. Summary of Key Conclusions

During this quarter, LMG focused its support and assistance on the bidding process to contract out health services providers in 2015 using a results-based financing model, and worked with the UAFCE and UGD to develop and follow up on the timeline of the process to avoid delays in contract signatures and disbursements.

Regional health offices and NGOs continue to receive close and timely technical assistance through LMG's regional staff, which has contributed to the NGOs' reports to the MOH being submitted on time.

LMG followed up on the continuous quality improvement plans that had been developed by NGOs in the previous period, and additional revisions made and actions taken as needed.

Before LMG submitted its PY3 work plan to USAID, the proposed activities were shared with UAFCE's General Coordinator, who agreed with them and did not have additional recommendations. The work plan activities were also shared with the Vice-Minister of Health.

LMG's work plan was approved by USAID on December 2014. A new organizational structure for the project was agreed to in order to better respond to the needs of the MOH. Initial steps have been taken through internal recruitment of staff to fill some of the new positions, and recruitment will continue in order for the new structure to be in operation in the next quarter.

Due to the turnover of key staff in the UAFCE, over the coming period, LMG will start to build up the relationships with the new coordinators and accounting staff involved in USAID projects, and to socialize the work plan with them.

According to PY3 work plan, in the next quarter, LMG will focus its support and assistance on the process (including review, negotiation and finalization) to reach signature on the contracts with new service providers, and on ensuring timely start-up of the projects and provision of services to key and priority populations.



Annex 1: Honduras LMG Project Performance Monitoring Plan (PMP)

LMG Honduras Project Goal:								
Provide technical assistance to the Ministry of Health (MOH) and local NGOs and other non-public institutions in organizational capacity building to provide HIV/AIDS education and prevention services to key and priority populations.								
No.	Indicators	Goal Oct 1, 2014 – Sept. 30, 2015		Goal reached October 1, 2014 – Sept.30, 2015		Average reached	Source (s)	Frequency
P.11.1. D	Number of individuals who received Testing and Counseling (T&C) services for HIV and received their test results.	Male:		Male:		25%	NGOs report	Annual
		Female:		Female:				
		(<15 years):		(<15 years):				
		(15 + years):	15,555	(15 + years):	3,834			
		Positive:		Positive:				
		Negative:		Negative:				
		MSM:	3,067	MSM:	593			
		CSW:	5,526	CSW:	865			
		Garífunas:	6,962	Garífunas:	1,939			
		Other indirect groups:		Other indirect groups:	437			
		Individuals:	15,555	Individuals:	3,834			
		Couples:		Couples:				
TOTAL:	15,555	TOTAL:	3,834					
P.8.3.D	Number of key populations reached with individual and/or small group level HIV preventive interventions that are based on evidence and/or meet the minimum Standards required	Male:		Male:		N/A		
		Female:		Female:				
		MSM:	1,592	MSM:				
		CSW:	2,712	CSW:				
		TOTAL:	4,304	TOTAL:				



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P.8.1.D	Number and percentage of each priority population who completed a standardized HIV prevention intervention including the specified minimum components during the reporting period	Male :		Male :		N/A		
		Female		Female				
		(<15 years):		(<15 years):				
		(15 + years):		(15 + years):				
		Garifunas :		Garifunas :				
		Other indirect groups:		Other indirect groups:				
		TOTAL	4,891	TOTAL				



LMG Honduras Project Goal:

Provide technical assistance to the Ministry of Health (MOH) and local NGOs and other non-public institutions in organizational capacity building to provide HIV/AIDS education and prevention services to key and priority populations.

Result 1: Organizational capacity developed within the MOH to establish and carry out effective funding mechanisms, management and stewardship of HIV prevention services provided by local non-governmental organizations (NGOs) and other non-public institutions.

No.	Indicators	Baseline		Source (s)	Goal Oct 1, 2014 - Sept. 30, 2015	Frequency	Goal reached Oct 1, 2014 – Sept. 30, 2015
		Value	Year				
1.	Proportion of NGOs and other non-public institutions contracts managed in compliance with MOH policies, protocols, and guidance for contracting, as measured through the following areas in the past 12 months:	N/A	2014	UAFCE reports	100%	Annual	N/A
	o Bidding process based on results undergone timely						
	o Monthly financial reviews based on results						
	o Semi-annual results-focused technical audits						



1.1.	Proportion of technical and financial proposals based on results that have been reviewed and negotiated by the MOH in the past 6 months as part of the competitive bidding process. ¹			UAFCE reports		Annual	N/A
1.2.	Percent of NGOs and other non-public institutions with approved contracts that have undergone monthly financial reviews by the MOH within the past 3 months. ²			UAFCE reports	7	Monthly	100% ³
1.3.	Percent of NGOs and other non-public institutions with approved contracts that have undergone semi-annual results-focused technical audits by the MOH within the past 6 months.			UGD reports		Annual	N/A
1.4.	Percent of financial advance requests and liquidations received from contracted NGOs and other non-public institutions in the past three months that have been reviewed and processed by the MOH.			UAFCE Report	7	Monthly	100%

¹ This indicator will capture the entire bidding process from the design and distribution of the terms of reference per key population to having reviewed, negotiated and approved the new results-based contracts.

² This indicator will also capture the development and distribution of the NGO Administrative and Financial Procedure Manual based on the results-based model.

³ Corresponds to financial reviews of 7 NGOs with contract with MOH from February to December 2014.



LMG Honduras Project Goal:

Provide technical assistance to the Ministry of Health (MOH) and local NGOs in organizational capacity building to provide HIV/AIDS education and prevention services to key populations.

Result 2: Organizational capacity developed within local NGOs to support the implementation of evidence-based, quality HIV prevention services for key populations in compliance with the new MOH funding mechanisms.

No.	Indicators	Baseline		Sources (s)	Goal October 1, 2014 – Sept.30, 2015	Frequency	Goal reached		
		Value	Year						
2.	Proportion of NGOs and other non-public institutions that comply with financial and technical regulations, measured by: <ul style="list-style-type: none"> • Percentage of funds executed quarterly by the NGOs and other non-public institutions (financial regulation) • Percentage of the NGOs and other non-public institutions project targets achieved quarterly (technical regulation) 	N/A	2014	NGOs' and other non-public institutions Management projects reports	100%	Annual	N/A		
2.1.	Percentage of funds executed quarterly by contracted NGOs and other non-public institutions				7			Monthly	75% ⁴
2.2.	Percentage of the NGOs and other non-public institutions project targets achieved in the past 3 months.				UGD Report			7	Monthly

⁴ Corresponds to financial reviews of 7 NGOs with contract with MOH from February to December 2014.