

EXPRESSION OF INTEREST

GLOBAL FUND TUBERCULOSIS PROJECT 2021- 2024

EOI NO.AMREF/ 03/ 05/ 2021/ 006

SUB-GRANTEE APPLICATION FORM

Issue Date: Monday 3rd May 2021

Virtual pre-bid conference: Friday 7th May 2021, 11:00 am – 1:00 pm. Potential applicants are expected to register in advance on this [LINK](#) in order to receive a link to the meeting.

Deadline for questions and clarifications through gftb2021-2024grant@amref.org:
Monday 10th May 2021

Closing Date & Time: Monday 17th May 2021 at 12:00 noon

Subject: Call for proposals for the Global Fund Tuberculosis project; **EOI No. AMREF/03/05/2021/006**

Background

Amref Health Africa in Kenya is the non-state Principal Recipient (PR) for the 2021 to 2024 Global Fund (GF) Tuberculosis (TB) grant. Established in 1957, Amref Health Africa is Africa's largest indigenous health Non-Governmental Organization (NGO) headquartered in Nairobi. Amref Health Africa's vision is ***lasting health change in Africa***, and its mission is ***to increase sustainable health access to communities in Africa through solutions in human resource for health, health services delivery and investments in health.***

Tuberculosis (TB) is a key priority communicable disease and a major public health concern in Kenya. Kenya is classified as a high burden country for TB, TB/HIV and Multi drug resistant (MDR) TB. Tuberculosis is the 4th leading cause of mortality in Kenya. The TB Prevalence Survey conducted in 2015/2016, found the TB prevalence to be 426/100,000 on all forms of TB. These results showed there is a large pool of missing

people with TB that is contributing to the cycle of transmission. TB Prevalence was twice as high in men compared to women and the highest burden was among people aged between 25 and 34 years. In 2019, Kenya notified 86,385 patients with Drug Susceptible TB against the estimated 147,000, and 692 patients with Drug Resistant TB.

The Global Fund is supporting Kenya to implement initiatives that will maximize the impact of its investments to accelerate the end of AIDS, TB and Malaria as epidemics. Through this funding, Amref Health Africa in Kenya, working with Civil Society Organizations, will intensify community TB interventions aimed at finding the missing people with TB, ensuring prompt management, and adherence to treatment.

In consultation with Kenya Coordinating Mechanism (KCM) and Ministry of Health, Amref Health Africa in Kenya is requesting for proposals from eligible organisations that will be sub-granted to implement priority components in **8** target counties. These are: **Bomet, Kitui, Machakos, Turkana, Nyandarua, Tharaka Nithi, Murang'a and Makueni counties.**

Scope of Work

The successful applicant will be required to support implementation of the following activities in their proposed areas/counties of operation.

1. Capacity building of Community Health Volunteers and Community Health Workers on community TB and TB/HIV.
2. Intensified TB Active Case Finding at community and health facility levels.
3. Systematic Contact investigation for all household contacts of index TB patients (bacteriologically confirmed TB patients and children under 5 years with TB) and linkage to health facilities for further investigations.
4. Referral of household contacts of index TB patients to health facilities for further evaluation for TB Preventive Therapy.
5. Tracing of patients who interrupt TB treatment, and return to treatment
6. Address barriers to access using Advocacy, Communication and Social Mobilisation (ACSM) approaches to reach out to key populations and also to

mitigate stigma and discrimination through targeted TB advocacy and health promotion activities.

7. Community Health Systems Strengthening including capacity building of Civil Society Organizations.
8. Monitoring, evaluation and documentation of project activities.

Eligible organizations:

Eligible organisations include NGOs and other CSOs that are non-profit organizations and operate independently from the state and from the private for-profit sector. These include international, national and local NGOs, community-based organizations (CBOs), faith-based organizations (FBOs), patient-based organizations and professional associations.

Eligibility criteria

Eligible organisations should meet the following criteria:

1. The organizations currently implementing **the Global Fund TB project in 3 or more counties are not eligible to apply for the above counties in the 2021-2024 grant.**
2. Compliance with legal requirements of registration at the national and county level.
3. Evidence of strong organizational management, governance and oversight structures.
4. At least 2 years' experience in implementing health related projects, (Experience in implementing TB, HIV or malaria projects is an added advantage).
5. Local presence for the last 2 years in the proposed area of operation (counties or Sub Counties).
6. Well established structures for linkages and coordination with local communities, county governments and other partners where the organisation proposes to implement.
7. Experience working within the Kenya Strategy for Community Health.

8. Track record of accountability for results.
9. Sound financial management capacity and internal controls.
10. Adequate number of skilled staff with expertise in Program Implementation, Finance, Human Resource (HR), M&E and procurement (existing or to be hired)
11. Existing physical infrastructure including functional IT system for internal and external communication.

Mandatory requirements

Organizations **MUST** submit **ALL** the following mandatory documents with their applications:

No.	Mandatory requirement	Yes/No
1	Copy of valid organization's registration certificate (for organizations that require annual renewal, evidence of up to date renewal should be provided)	
2	Copy of the organization's constitution/articles of association	
3	Current valid tax compliance certificate or exemption certificate where applicable	
4	Provide certified bank statements for the last 3 months (January – March 2021) <u>(signed and stamped by the bank on each and every page)</u> <u>pages printed back to back will be treated as two separate pages</u>	
5	Copy of the last audit report or financial report (2019) <u>must be signed by the auditor and the organization's Directors</u>	
6	Organizational governance and management structure (organogram)	
7	Two latest board meeting minutes as per the organization's constitution/Articles of association (this should not be earlier than 2020)	
8	Finance policy/procurement manual (if separate documents, provide both)	
9	Curriculum Vitae (CVs) for key project staff	

Any applicant who does not provide ANY of the above documents will not proceed to the next stage.

GLOBAL FUND TUBERCULOSIS PROJECT
Sub-Recipient Application Form

FORM 'A'

For official use ONLY

Unique Code: _____

Instructions

This application form is to be filled by organisations applying to be considered to implement community TB interventions under Amref Health Africa in Kenya, Global Fund Tuberculosis (TB) project 2021 – 2024. The information provided in this application will be treated confidentially and only used to assess your organisation's capacity to implement the proposed intervention. All information provided will be verified. Note that provision of any false information will lead to automatic disqualification of your application. (Remember to respond to all questions as accurately as possible, observe the page limits, fill in the declaration form and attach all the mandatory documents). Organizations proposing to implement in more than one county must submit different applications for each of the proposed counties.

All the answers must be **TYPED** and not handwritten to facilitate timely processing of the application

- Font size: 12 point, Times New Roman;
- Spacing of 1.5
- Page margin size: 1" all round



Name of Organisation: _____

Type of Organisation (Tick as appropriate):

1. Non-Governmental Organization / /
2. Community-Based Organization / /
3. Faith-Based Organization / /
4. Professional Associations / /
5. Other (specify) _____

Contact details of the organization

Provide contact information for your organization in the table below:

1.	Full name of organization	
2.	Acronym (Where applicable)	
3.	Postal address	
4.	Telephone Number	
5.	E-mail Address	
6.	Name of key contact person	
7.	Position of key contact person	
8.	Organisation registration	



	Number	
9.	Year of registration	
10.	Physical location of head office	Town:
		Building:
		Street:
		Nearest Landmark/street:
11.	Physical location of branch offices (if any) Office 1	Town:
		Building:
		Street:
		Building:
		Street:
		Nearest Landmark/street:
	Physical location of branch offices (if any) Office 2	Town:
		Building:
		Street:
		Building:
		Street:
		Nearest Landmark/street:
12.	Proposed county of implementation (Remember only one County per application)	

13.	List all targeted sub counties	
-----	--------------------------------	--

If you have more than two branch offices, please attach a separate list.

Section 1: Organisation profile and Background information - Maximum of half a page

Provide a brief description of your organizations profile.

Section 2: Technical and programmatic approach (Total points – 85)

This section will measure your technical capacity and experience in implementation of TB related activities.

(a) Understanding of the problem - Maximum of 1 page (10 points)

- Briefly describe the current TB situation and local context in the proposed area(s) of implementation (5 points).
- Outline the National TB program priorities according to the National TB Strategic Plan 2019 - 2023, National TB Prevalence Survey 2016 and other surveys conducted by the National TB program. Justify the need for this project in the targeted communities you propose to work in (5 points).

(b) Project description - Maximum of 2 pages (20 points)

- Describe the geographical area(s) where you propose to implement the project (County/ Counties and Sub Counties), factors that hinder and those that facilitate TB prevention and control activities within the local contexts (5 points).

- Propose implementation strategies including specific activities for meeting the proposed objectives of TB program strategic plan with measurable time lines (5 points).
- Explain how each of the proposed strategies will contribute to efficiency and sustainability of project activities. (10 points)

(c) Experience in implementing health and/or development interventions
Maximum of 1 page (30 points)

- Briefly describe the organization's work experience in implementing health and/or development project interventions in Kenya in the past two (2) years, highlighting both management and technical capacity as well as good governance practices. Emphasize particularly in the areas you propose to implement (10 points).
- Explain your ability to coordinate and collaborate with Government of Kenya and other implementing partners within public health (10 points).
- Briefly describe current and past experience of your organization in provision of community TB services (5 points).
- Describe any previous experience as a Global Fund Sub-Recipient, providing evidence of performance (5 points)

(d) Programme monitoring and evaluation - Maximum of 1 page (25 points)

- Briefly describe how you plan to conduct monitoring and evaluation of the project (5 points).
- Indicate the key performance indicators to be monitored, realistic targets to be achieved, responsibilities for reporting and means of verification to ensure quality of data as well as data flow from the community to the health facility. This should be presented in a table (10 points).

- Describe how performance will be jointly reviewed with the TB coordinators, health care workers and community health volunteers, and how key action plans will be implemented (10 points).

Section 2: Administration and Management (10 points):

- Explain how you plan to administer and manage the proposed activities and the resources of the program. (5 points)
- Describe the procurement processes of your organization (5 points).

Section 3: Budget and Work Plan (5 points):

Under this section, prepare a one-year budget and work plan based on the activities you have proposed above, with 70% of the budget allocated to direct project activities and 30% to program management (Administration, HR and M&E).

Applicants who will score at least 60% in the technical application will proceed to the capacity assessment stage. The final total score will be a weighted average of the technical evaluation and capacity assessment (70% from technical evaluation and 30% from the capacity assessment)

SECTION 4: DECLARATION

I confirm that the information provided in this assessment form is a true reflection of the operations and technical capacity of my organisation. I understand that this is a competitive process.

Name: _____

Designation: _____

Signature: _____

Date: _____

Stamp _____