

Government of Lesotho and United Nations System in Lesotho

UNDP-UNAIDS-FAO-WFP Joint Programme

UNDAF	Technical support and skill -building in HIV & AIDS programme design,
Outcome(s)/Indicator(s):	development, monitoring and evaluation provided to all lev els of society .
Expected Outcome(s):	Empowerment of PLWHAs to have a more meaningful role and impact in HIV & AIDS advocacy and policy.
Expected Output(s):	<i>Output 1:</i> A national GIEPA action plan prepared based on supportive policy environment to e nsure fulfilment of the rights of PLWHAs. <i>Output 2:</i> LENEPWHA national and district levels trained in advocacy and organisational development. <i>Output 3:</i> Enhanced food security and sustainable employment opportunities for PLWHAs and families, with resource s mobilised for expansion of activities .
International, National and sub -national partners	LENEPWHA, Parliament of Lesotho, Ministry of Local Government, Ministry of Justice & Human Rights , Ministry of Finance & Development Planning, private sector, ActionAid, NAC & UN

Executive Summary

With the third highest prevalence of HIV & AIDS in the world of 23.2%, Lesotho has prioritised its national MDGs. Halting and reversing the spread of HIV & AIDS is positioned as the fundamental MDG to be addressed for de velopment to progress towards achieving the MDGs. The current UN Development Assistance Framework (UNDAF 2004-20007) reflects this emphasis, creating HIV & AIDS competent society as the first national priority. The Government of Lesotho has requested the support of the UN to scale up the national response in all spheres and across all levels of society .

Despite strong political commitment in Lesotho , the voices of people living with HIV & AIDS have been noticeably absent, until recently, and stigma surrounding the disease is strong. This joint UN programme is aligned with the National AIDS Strategic Plan (2006 -2011) and LENEPWHA's 5 -year Strategic Plan (2006/7 -2010/1). Enhanced coordination and effective implementation will facilitate the greater involvement and empowerment of people living with HIV & AIDS in the following areas :

- 1.** Development of a **national GIEPA action plan** to ensure implementation of the rights of PLWHAs and associated training of partners on incorporation of GIEPA ideology in a ctivities.
- 2. Capacity building** of the newly established Lesotho Network of People Living with HIV & AIDS (LENEPWHA) in areas of organisational development, and enhance the advocacy skills of members.
- 3.** Increased sustainable **employment** opportunities addressing **food security**, livelihood activities , and placement of GIEPA Field Workers in committed partner organisations. Additional resources will be mobilised to expand these activities as the programme is being rolled -out across the country.

Programme Title:
Greater Involvement and Empowerment of People Living with HIV & AIDS (GIEPA) in Lesotho

Programme Duration (Start/End dates) :
May 2006 – May 2008

Fund Management Option(s) :
Pass-Through, UNDP as Administrating Agent

Estimated Total Budget: \$ 517 , 500

Allocated Resources:

- UNDP \$ 357 , 500
- UNAIDS \$ 10 0 , 000

Estimated In -kind Budget:

- FAO \$ 60 , 000

Resource Mobilisation Target for Expansion :\$1, 306, 420

Section 1: Background and Analysis

Since the first AIDS case was reported in Lesotho in 1986, the epidemic has increased at such a rate that in 2005 Lesotho recorded the third highest HIV prevalence rate in the world, with 23.2% aged 15-49 infected with HIV¹. This heightened prevalence led the Government of Lesotho to prioritise the MDGs, with “halting and reversing the spread of HIV & AIDS” positioned as the fundamental MDG to be addressed for development to progress.

Located in Southern Africa, Lesotho has a population of 2.2 million and faces daunting development challenges involving the triple threat of poverty, food insecurity and HIV & AIDS. The second Common Country Assessment (CCA) of Lesotho completed in 2004 recognised that “(w)ithin the context of the ongoing humanitarian crises, the emerging human rights priorities must seriously focus on the complex relationships among HIV & AIDS, poverty; food insecurity and human dignity; as well as protect the rights of people infected and affected by HIV & AIDS, particularly PLWHA and orphans”. The current United Nations Development Assistance Framework (UNDAF 2004-2007) reflects this emphasis, where HIV & AIDS is noted as by far the single most important challenge and creating an HIV & AIDS competent society as the first national priority. The Government of Lesotho has requested the support of the UN to scale up the national response in all spheres and across all levels of society. This joint UN programme will contribute to the UNDAF Country Programme Output of “(c)ommunity initiatives linking support efforts with HIV & AIDS prevention activities as well as care and support for people living with HIV & AIDS strengthened.” As this joint programme was being developed Lesotho was undertaking two critical planning processes, development of the country’s National AIDS Strategic Plan (2006-2011) as well as development of LENEPWHA’s 5-year Strategic Plan 2006/7-2010/11). This has resulted in a joint programme harmonised with the goals and strategies for the country and the expanding role of PLWHAs.

While the government has mounted a national response to the escalating epidemic including establishment of national bodies and adopting a multi-sectoral approach², the voice of people living with HIV & AIDS has been notably absent until very recently. Due to high levels of stigma and discrimination, not many Basotho are living openly positive and consequently there have been missed opportunities for the perspective of people who are living with the disease to be included in policy formation and other national decisions.

However, alongside scaling up VCT, ART and coordination in 2005, the first Lesotho Network of People Living with HIV & AIDS (LENEPWHA), was launched on 27 May 2005. An overall network of the various PLWHA district groups, LENEPWHA offers a channel for personalising the epidemic from the national to community level and the opportunity for PLWHAs to participate in policy formation and advocacy across the country. This joint programme utilises this opportunity to enhance the role of PLWHAs in the nation’s response.

There was also the launch by His Majesty King Letsie III in December 2005 of the “Know Your Status” Campaign. This two-year plan (2006-2007) is being rolled out across Lesotho for universal access to counselling and testing in the country so every Mosotho has the opportunity to know their status. As implementation continues, an increasing number of people will be discovering that they are HIV positive. This increases the need to ensure a supportive environment and opportunities for people to contribute and live positively, including a strengthened network expressing the views of people who are infected and affected by HIV & AIDS from the grassroots to national level. LENEPWHA is a registered non-profit making organization with a National Executive Committee and 10 District Executive Committees

¹ UNAIDS/Ministry of Health & Social Welfare/National AIDS Commission 2005

² Annex 1 - National Response to HIV & AIDS in Lesotho Timeline

representing 53 affiliate support groups across the country ³. The National Secretariat coordinates the daily implementation and management of the NEC directives .

Women and girls increased vulnerability due to social, economic, legal and cultural issues combined with biological susceptibility to HIV. Compounded in mobile populations of women who move to urban areas for employment, this translates into a higher risk of infection and greater burden of the disease. The effects are especially pronounced between the ages of 15 -24 where the prevalence of young women is nearly triple that in young men (14.3% and 5.6% respectively)⁴, corresponding to intergenerational partnerships with the peak male prevalence at 30-34 years (41.1%)⁵. Additionally, as indicated in LENEPWHA's initial mapping of support groups across the country, the majority of members are women (1390 women : 540 men). ⁶ It is then essential that both men and women are empowered to support the rights of all people living with HIV & AIDS to have a meaningful impact on the lives of Basotho.

LENEPWHA recognizes the need to have sufficient capacity from the community to national level, to advocate on behalf of PLWHAs and ensure that the focus of all interventions remain on enhancing the quality of all people who are infected and affected by HIV & AIDS in Lesotho. Based on an assessment of district groups by LENEPWHA, PLWHAs had the opportunity to emphasise what issues need to be addressed to enhance their role in the response to HIV & AIDS. LENEPWHAs 5-year Strategic Plan (2006/7 -2010/11) informed development of the National AIDS Strategic Plan, identifying major areas to be addressed through this joint UN programme :

- 1. Awareness Creation
 - 1.1 Improve competencies of member organisations in carrying out awareness and education about HIV & AIDS prevention among young Basotho, PLWHAs and the community
- 2. Behaviour Change and Positive Living
 - 2.1 Intensify education, training and campaigns on positive living among PLWHA, affected family members and the community
- 3. Information and Experience Sharing
 - 3.1 Promote information and experience sharing among member organisations and stakeholders
 - 3.2 Promote access to appropriate HIV and AIDS information among PLWHAs and the affected families
- 5. Stigma, Discrimination and other forms of Rights Abuse of PLWHA
 - 5.1 Intensify education on policies and legislations that protect PLWHAs against stigma and discrimination
 - 5.2 Intensify lobbying, advocacy and lawful action for the elimination of all forms of prejudices and other obstacles that stand in the way of a normal and dignified life for PLWHAs
- 7. Organisational Capacity & Institutional Development
 - 7.1 Strengthen the governance and management capacities of LENEPWHA structures at all levels.
- 8. Meaningful Involvement
 - 8.1 Promote meaningful participation of PLWHA in HIV prevention, care and mitigation activities
- 9. Resource Mobilisation
 - 9.1 Intensify resource mobilisation for projects or initiatives that benefit of PLWHA and affected families

³ Annex 2 - LENEPWHA Governance and Management Structure

⁴ 2005 UNGASS Lesotho Country Report

⁵ Lesotho Demographic and Health Survey 2004

⁶ LENEPWHA Support Group Mapping 2005

Section 2: Management and Coordination Arrangements

Management

The joint programme will be managed internally through a UN Joint Programme Steering Committee consisting of representatives from UNDP, UNAIDS, FAO and WFP. The programme will be reviewed at quarterly meetings consisting of the UN Joint Programme Steering Committee plus respective partners as listed above and donor(s). The overall direction of the joint programme implementation will be provided by the programme officers from participating agencies in consultation with the heads of organisations (e.g. Parliament, LENEPWHA, UNDP, UNAIDS, FAO, WFP).

The Parliament of Lesotho's role will be through the involvement of the Parliamentary Select Committee's on HIV & AIDS within the National Assembly and the Senate. Building the capacity of the Select Committees on implementation of the GIEPA principle will enable them to transfer this knowledge to the rest of the Parliamentarians for ownership at the national level. LENEPWHA's role will be essential in various aspects of the joint project led by project staff within the organisation, with the focus on building the capacity at the district and community levels. These staff members will also strengthen LENEPWHA in implementation of the Strategic Plan as the GIEPA joint project is derived from the plan. UNDP's role will include building partnerships and resource mobilisation, to identify opportunities for building alliances across and within sectors for a commitment to implement the GIEPA principles in all policies and plans enhancing employment opportunities. UNAIDS role will include technical support and expertise from implementing similar projects especially related to enhanced capacity of LENEPWHA at the national and district levels. FAO will focus on long-term food security and livelihood issues by providing livelihood supplies to vulnerable households along with technical support to ensure appropriate utilisation to improve food availability. WFP will focus on short-term food security issues, providing technical expertise in establishing Food For Work activities in partnership with district committees and affiliate organisations. ActionAid as an existing strong partner with LENEPWHA, will continue to provide technical and financial support in line with the Strategic Plan complementing support in this joint programme. The National AIDS Commission (NAC) will be kept informed to enable it to perform its coordinating role in the national response to HIV & AIDS. Built into the management and implementation of the project are staff members both within UN agencies as well as at LENEPWHA and Parliament of Lesotho as detailed in Annex 3.⁷

Financial Reporting

This joint UN programme is aligned with LENEPWHA's 5 Year Strategic Plan (2006/7 -2010/11) and donors will be invited to contribute to financially support expansion activities within the project to increase harmonisation and aid effectiveness. As the Adminstrating Agent (AA), UNDP will solicit funding from potential sources with technical input from other agencies, managing all funds in accordance with the pass-through fund managing system as per UNDG guidelines for Joint Programming.

The AA will be responsible for hiring a GIEPA Programme Manager to coordinate the various facets of the programme and foster interagency cooperation. Each participating agency will prepare financial (and narrative) quarterly and annual reports in accordance with its financial regulations and rules. The AA, through the GIEPA Programme Manager, will compile the narrative and financial reports in preparation for quarterly review meetings of the Joint Programme Steering Committee and partners. Any funds remaining after the financial closure of the programme will be returned to the AA. Any unprogrammed funds remaining in the account

⁷ Annex 3 - GIEPA Joint Programme Staff Members and Terms of Reference

after financial closure will be returned to the donor(s) or utilised in a manner agreed upon between the AA and donor(s), and approval of the Joint Programme Steering Committee.

Audit

Consistent with current practice, each UN organisation will be responsible for auditing its own contribution to the programme as part of its existing regulations and rules. Audit opinions of the individual UN organisations should be accepted by the other UN organisations. The activities of the AA shall be subject to the internal and external auditing procedures in the financial regulations, rules and directives of UNDP. Audit observations and recommendations from the external auditors should be reviewed and endorsed by the Joint Programme Steering Committee and appropriate action plan established to ensure audit queries are addressed and complied with.

Monitoring & Evaluation

The UN Joint Programme Steering Committee and partners, subject to UNDP's applicable regulations, rules and policies will monitor the Joint Programme. An inception report will be prepared at the beginning of project implementation, followed by an annual work plan. Quarterly Progress Reports will be compiled by the GIEPA Programme Manager based on respective agencies submitted reports providing a brief summary of the status of activities and output delivery, explaining variances from the work plan, and presenting work plans for each successive quarter for review and endorsement. An Annual Project Report (APR) will be prepared to summarize and evaluate work in progress in more detail. An evaluation of the Joint Programme will be conducted to measure and evaluate how it achieved its targeted outputs, as well as record best practices and lessons learned. The evaluation will be submitted to the UN Joint Programme Steering Committee and partners for review, endorsement and subsequent circulation to all concerned by the UN Resident Coordinator.

Communication

Each participating UN organisation shall take appropriate measures to publicise the joint programme and to give due credit to the other participating UN organisations. Lessons learnt will be circulated through various UN knowledge networks to other programme countries.

Section 3: Common Work Plan and Budget

The principle of having Greater Involvement and Empowerment of People living with HIV & AIDS (GIEPA) is about putting a human face to what many people perceive to be a remote, negative and amorphous issue and ensuring meaningful involvement from people who know best about what it means to be living with HIV & AIDS. In line with the policy of “Turning a Crisis into an Opportunity”⁸ and in close collaboration with on-going initiatives to address the epidemic, the programme will aim to create, an HIV & AIDS competent society with a minimum threshold of knowledge among PLWHAs and partner organisations about HIV & AIDS, its causes, prevention, symptoms, impact, consequences and management. This programme will support individuals to stand up and ensure the issues that are being dealt with daily on individual and family levels related to the pandemic in Lesotho, are considered in the workplace and at the national level.

Output 1: A national GIEPA action plan prepared based on supportive policy environment to ensure fulfilment of the rights of PLWHAs.

As indicated in the Paris AIDS Summit Declaration in 1994, it is essential to have supportive political, legal and social environments protecting and promoting the rights of individuals, in particular those living with or most vulnerable to HIV & AIDS. As the “Know Your Status” Operational Plan is concurrently being implemented in Lesotho, these policies will create an enabling policy environment for implementation of the two-year campaign for universal access to HIV testing and counselling across the country as an entry point for prevention, treatment, care and support services. Parliament will be involved through the Senate and National Assembly Select Committees on HIV & AIDS, to increase their capacity as decision makers to ensure legal frameworks are in place and implemented for people living with HIV & AIDS to be empowered towards meaningful involvement at the national level. UNDP will support a Specialist Advisor to Parliament (IUNV) placed at the Senate and National Assembly to support the development of GIEPA framework components, including Parliament’s substantial role in the implementation of policies. Based on these policies, UNDP will also support the development of a national GIEPA action plan outlining how the policies can be implemented with the support from government, NGOs, CBOs, FBOs, the private sector and development partners. Linking with the Ministry of Justice & Human Rights will ensure that all plans and policies in place are aligned for a supportive environment.

This output will mainly address areas with LENEPWHAs strategic plan of (5) stigma, discrimination and other forms of rights abuse of PLWHAs, and (8) promoting meaningful involvement of PLWHAs in all activities. Implementation of the National GIEPA Action Plan will indicate the country’s dedication to ensure meaningful involvement and empowerment of PLWHAs and can be used for (9) resource mobilisation to lobby the donor community to increase support to projects to benefit PLWHAs and their families.

Output 2: Strengthened capacity of LENEPWHA in advocacy and organisational development at national and district levels.

In its first year of operation, LENEPWHA focused on establishing the structure of the organisation. Various partners supported LENEPWHA during this first year, and they continue to provide organisational and technical support. Support from ActionAid includes placement of a one-year Management and Organisational Development Advisor at LENEPWHA to assist in developing systems (strategic planning, report writing and financial management), structures and programmes to enhance its capacity in implementing its mandates. This will be supplemented by

⁸ “Turning A Crisis Into An Opportunity: Strategies for Scaling Up the National Response to the HIV & AIDS Pandemic in Lesotho”, Kimaryo et al, 2004

Global Partners for Health (Harvard University, Dr. Jim Kim) with a three month consultant in Organisational Development to accelerate this development in LENEPWHA. This joint UN programme will augment this existing supportive environment, strengthening and enhancing the organisation to effectively carry out their functions and mandate, working in close collaboration with government, traditional leaders and civil society organisations. UNAIDS will support a Trainer to be placed at LENEPWHA, utilising a training of trainers methodology to ensure that the National and District Executives are competent in awareness building and sensitization. Supported by the Trainer, District Executives will train PLWHA support groups in their districts to increase competence in issues related to HIV & AIDS issues when advocating for improved measures⁹. Training will first be offered to PLWHA support groups currently affiliated with LENEPWHA, and expanded to include additional groups as the project progresses. The focus on enhancing capacity at the district levels strengthens the decentralisation initiative within Government, led through the Ministry of Local Government and the “Gateway” approach where district councils coordinate initiatives at that level. Building the capacity of PLWHA groups at all levels will enhance their ability to carry out effective advocacy for the inclusion of PLWHAs in decision making processes of government, civil society and the private sector. To enhance coordinated communication and information sharing, a resource center and system for information dissemination to member support groups and partners will be established.

This output will address the (7) organisational capacity and institutional development area in LENEPWHAs strategic plan. Capacity building of the support groups will empower them in (1) awareness creation, (2) behaviour change and positive living as well as (3) information and experience sharing among their communities. These activities will lead to more (8) meaningful involvement of PLWHAs both within and beyond LENEPWHA in the country’s response.

Output 3: Enhanced food security and sustainable employment opportunities for PLWHAs and families, with resources mobilised for expansion of activities .

The impact of HIV & AIDS on food security and rural livelihoods is very complex and requires well targeted interventions. For instance, typical HIV & AIDS affected households may have terminally ill persons, orphans, and members that are still physical fit to do productive jobs. All these categories of people have different levels of vulnerability and require different interventions. WFP is already doing work in this area and will continue to give life saving support to this affected group through care and treatment programmes.

Through this project, WFP and FAO will work closely with local LENEPWHA affiliate organisations to develop appropriate food security interventions for the able bodied PLWHA’s and their households. In order to capacitate local LENEPWHA affiliate groups, WFP and FAO will work with PLWHA support groups at the district level to develop appropriate activities based on the unique needs and abilities of each group while supporting efforts to enhance the capacity of such groups to design and implement activities for the promotion of livelihoods and food security. These activities will include support to food production and diversification, introduction of labour and time saving technologies and promotion of income generating activities. These activities will be spearheaded by FAO and WFP. FAO will provide drip irrigation kits, seed packs, animals and technical support on nutrition education, vegetable production and management of animal husbandry. Through WFP’s Food for Work programme, WFP would complement these activities with the provision of short term food assistance to the most vulnerable but able bodied PLWHA’s to enable them to engage in the development of livelihood activities including income generating projects, small scale gardening, and conservation farming, to enhance food security at the household level. A Food Security and Livelihood Advisor at ActionAid, in partnership with FAO technical expertise, will additionally support LENEPWHA

⁹ Annex 4 – Advocacy Training Sessions

in incorporating food security and livelihood activities when developing and implementing programmes.

Due to the effects of stigma and discrimination against people infected and affected by HIV & AIDS, income generation and employment creation opportunities are an essential component for meaningful empowerment. UNDP's programme of support of small, micro and medium enterprises (SMME) for sustainable income generation is addressing the issue of employment creation, with a focus on people who are infected and affected by HIV & AIDS. Alongside this, the joint programme will assist external partners to place a team of GIEPA Field Workers (GFW) recruited as National UNVs at the district level to support LENEPWHA, as well as strategically placed within partner organisations at the national level. The district team will strengthen the district response and provide technical assistance to LENEPWHAs District Executive Committees and affiliate support groups in skills required to mobilise and manage resources for activities supporting PLWHAs and their families. At the national level with placements including government, private sector and workers organisations, GFW will have as part of their mandate to be AIDS educators and normalise the epidemic, enhancing existing HIV & AIDS programmes by providing a positive public and personal aspect to HIV & AIDS. A GIEPA Programme Officer will be placed at LENEPWHA to assist with implementation, especially in assessing strategic placements for the GFW team. The GFW team will have extensive training on the above awareness building and sensitisation topics, plus topics related to the workplace.¹⁰ During the initial training phase, the GFWs will work part-time with LENEPWHA utilising their skills to support the network. Partner organisations will take the lead in performance management and stability of employment, as after the agreed pilot phase, partner organisations are expected to take full responsibility for the GFW in the organisation.

This output will address food security issues and enable PLWHAs to play a greater role in (1) awareness creation and advocacy activities, with financial and nutritional benefits impacting those involved and their families. Placement of GFWs will address the (9) resource mobilisation aspect in LENEPWHA's strategic plan especially within the district team, as well as highlight (8) meaningful involvement of PLWHAs in activities within LENEPWHA and the workplace. Through the GFWs activities, there will be increased activities within the workplace addressing (1) awareness creation, (2) behaviour change and positive living and (5) stigma, discrimination and other forms of rights abuse of PLWHAs.

Project Budget

Please see the following Annual Work Plan and note activities prioritised for implementation under current pledged funding. Expansion of the activities, specifically under Outputs 2 and 3, will be undertaken once additional funding is obtained for implementation. As the Adminstrating Agent (AA), UNDP will solicit funding from potential sources with technical input from other agencies, managing all funds in accordance with the pass-through fund managing system as per UNDG guidelines for Joint Programming. Identification of partners, opportunities for possible cooperation and resource mobilisation will be undertaken in a coordinated approach for the pipeline project portfolio, as outlined in the Partnership and Resource Mobilisation Strategy for UNDP Lesotho including approaching donors who have funded similar GIEPA projects in other countries.

¹⁰ Annex 5 - GIEPA Field Worker Training Sessions

Annual Work Plan

Expected Outputs ¹¹ & Monitoring Activities ¹²	Key Activities/ Annual Output Targets <i>List all the activities to be undertaken during the year towards stated output</i>	Time frame								Responsible Party	Planned Budget		
		2006		2007				2008			Source of Funds	Budget Description *Prioritised with current available funding	Amount
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2				
<p><u>Output 1:</u> A national GIEPA action plan prepared based on supportive policy environment to ensure fulfilment of the rights of PLWHAs.</p> <p><u>Monitoring Activities:</u> Consultancy report, training and workshop reports, quarterly reports from UNDP and Parliament</p>	Recruit consultants to develop first draft of the national GIEPA action plan, facilitate stakeholders consultations and incorporate their input and finalize the document.	X								UNDP, LENEPWHA, Ministry of Justice & Human Rights, stakeholders	UNDP	<p>2 Consultants</p> <ul style="list-style-type: none"> • 1 local (30 days) • 1 international (14 days) 	\$7,000
	Hold consultations with key stakeholders (organizations and individuals) to further develop draft national GIEPA action plan with final consensus meeting.	X								UNDP, LENEPWHA, Ministry of Justice & Human Rights, key stakeholders	UNDP	<p>Workshops</p> <ul style="list-style-type: none"> • 2 for 20 people • 1 for 75 people 	\$3,000
	Print and disseminate national GIEPA action plan once approved by LENEPWHA.		X							UNDP, LENEPWHA	UNDP	<p>Printing 3000 copies (20 pages)</p>	\$50,000

¹¹ State the outputs that the programme is expected to achieve/contribute to. Include relevant indicators/benchmarks

¹² List monitoring activities such as Field Monitoring Visits, Technical backstopping missions, Evaluations, Annual Programme Reports.

Expected Outputs ¹¹ & Monitoring Activities ¹²	Key Activities/ Annual Output Targets <i>List all the activities to be undertaken during the year towards stated output</i>	Time frame								Responsible Party	Planned Budget		
		2006		2007				2008			Source of Funds	Budget Description *Prioritised with current available funding	Amount
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2				
	Hold training sessions with various constituencies regarding integration of GIEPA concept in daily activities (including traditional leaders, NGOs, FBOs, private sector)		X		X			X		UNDP, LENE PWHA, Ministry of Local Government, stakeholders	UNDP	Workshops • 5 for 20 people	\$2,500
	Review of national GIEPA action plan implementation.					X				UNDP, LENE PWHA, stakeholders	UNDP	Workshop • 1 for 75 people	\$2,000
	Incorporation of GEIPA concepts with regard to the impact of laws and policies on PLWHAs within Parliament's activities (e.g. pitsos, disclosure).		X		X			X		UNDP, Parliament, IUNV Parliament Specialist Advisor	UNDP	Personnel – Parliament IUNV Workshops • 5 for 40 people Advocacy material	\$104,000 \$7,500 \$7,500
Objective 1 Total												\$183,500	
Objective 1 Resource Mobilisation Total												\$0	

Expected Outputs ¹¹ & Monitoring Activities ¹²	Key Activities/ Annual Output Targets <i>List all the activities to be undertaken during the year towards stated output</i>	Time frame								Responsible Party	Planned Budget		
		2006		2007				2008			Source of Funds	Budget Description *Prioritised with current available funding	Amount
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2				
Output 2: Strengthened capacity of LENEPWHA in advocacy and organisational development at national and district levels. Monitoring Activities: Field Monitoring Visits, training and workshop reports, quarterly reports from UNAIDS and Trainer	Organisational development, advocacy building and sensitisation training for national and district committees. (Annex 4)	X	X	X	X	X	X	X	X	UNAIDS, LENEPWHA, Ministry of Local Government (ActionAid)	UNAIDS (\$ 10 0, 000)	Personnel <ul style="list-style-type: none"> • Trainer \$ 40, 000 • Driver \$ 20, 000 • Admin \$ 25, 000 Equipment and maintenance \$ 60, 000	
	Simple operating manuals produced for District Executive Committees for training.	X		X						UNAIDS, LENEPWHA, Ministry of Local Government (ActionAid)	UNDP (\$ 20, 000)	Development and printing of manuals (300 manuals, 40 pages)	\$ 20, 000
	Intra-country and inter-country study visits regarding successful advocacy campaigns.			X		X			X	UNDP, LENEPWHA, Ministry of Local Government	-	Travel	\$ 50, 000
	Establishment of national resource center for information dissemination to districts and support groups		X	X	X					UNDP, LENEPWHA	-	Documentation (translation, printing, etc)	\$ 20, 000
Objective 2 Total												\$ 235, 000	
Objective 2 Resource Mobilisation Total												\$ 115, 000	

Expected Outputs ¹¹ & Monitoring Activities ¹²	Key Activities/ Annual Output Targets <i>List all the activities to be undertaken during the year towards stated output</i>	Time frame								Responsible Party	Planned Budget		
		2006		2007				2008			Source of Funds	Budget Description *Prioritised with current available funding	Amount
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2				
Output 3: Enhanced sustainable income generation through food security, livelihood activities and placement of GIEPA Field Worker team advising partner organisations on application of GIEPA ideology to reduce stigma and discrimination. <u>Monitoring Activities:</u> Field Monitoring Visits, training and workshop reports, quarterly reports from WFP, FAO, UNDP, Programme Officer (LENEPWHA), NUNVs	Food For Work programmes for vulnerable households. (6 months provisions to 3000 households)	X	X	X	X	X	X	X	X	WFP, LENEPWHA, district organisations	-	Personnel	\$ 30,000
	Provision of supplies and technical support for implementation and monitoring of irrigation drip kits.	X	X	X	X					FAO, LENEPWHA	FAO (in-kind)	Irrigation kits and supplies (35)	\$ 15,000
	Provision of supplies and technical support for implementation and monitoring of animal husbandry activities.			X	X	X	X			FAO, LENEPWHA	FAO (in-kind)	Animal husbandry supplies	\$ 5,000
	Committed partner organisations develop specific ToRs for positions.	X	X	X	X	X	X	X	X	UNDP, LENEPWHA, partner organizations (e.g. private sector, worker organizations etc)	UNDP	Personnel – GIEPA Programme Officer at LENEPWHA	\$ 50,000
												Technical support (training)	\$ 20,000
												Technical support (training)	\$ 20,000


Expected Outputs ¹¹ & Monitoring Activities ¹²	Key Activities/ Annual Output Targets <i>List all the activities to be undertaken during the year towards stated output</i>	Time frame								Responsible Party	Planned Budget		
		2006		2007				2008			Source of Funds	Budget Description *Prioritised with current available funding	Amount
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2				
	Recruitment of GFWs offered extensive training. (Annexes 4, 5) • 10 at District level to support LENEPWHA • 10 strategically placed within partner organisations		X		X		X		X	UNDP, LENEPWHA	-	Personnel – 20 GFW (NUNV)	\$ 300, 000
												Training	\$ 20, 000
	Continued training and support for GFWs for monitoring purposes.			X	X	X	X	X	X	UNDP, LENEPWHA	-	Workshops	\$ 10, 000
	Documentation of best practices/lessons learned for next round of GFWs training and mentoring.			X				X		UNDP, LENEPWHA	-	National consultant	\$ 4, 000
												Objective 3 Total	\$1, 259, 000
												Objective 3 Resource Mobilisation Total	\$ 1, 149, 000

Expected Outputs ¹¹ & Monitoring Activities ¹²	Key Activities/ Annual Output Targets <i>List all the activities to be undertaken during the year towards stated output</i>	Time frame								Responsible Party	Planned Budget		
		2006		2007				2008			Source of Funds	Budget Description *Prioritised with current available funding	Amount
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2				
Administration and Support Costs	GIEPA Programme Manager	X	X	X	X	X	X	X	X	UNDP	UNDP	Personnel (IUNV)	\$ 104, 000
	Evaluation report								X	UNDP		Consultant	\$ 4, 000
	Audit								X	UNDP		Audit fee	\$ 6, 000
	General Management Fee	X	X	X	X	X	X	X	X	UNDP		GMS (3% of mobilized funds managed by UNDP)	\$ 12, 420
	AA Administration Fee	X	X	X	X	X	X	X	X	UNDP	-	Ad ministration fee (1% of project total >= \$20 000)	\$20, 000
Administration Total												\$ 146, 420	
Administration Resource Mobilisation Total												\$ 42, 420	
Current Available Budget for Prioritised Activities:												\$ 517, 500	
Joint Programme Total:												\$ 1, 823, 920	
Joint Programme Resource Mobilisation Target:												\$ 1, 306, 420	

Section 4: Signatures of national counterparts and participating UN organisations

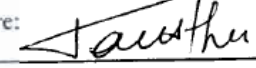
Signature of national counterparts

Agreed on behalf of the Government of Lesotho

Signature: 
 Name: Lina Mochane
 Title: acting Principal Secretary
 Place: Maseru
 Date: 19/05/06

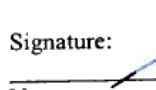


Agreed on behalf of the United Nations Development Programme (UNDP)

Signature: 
 Name: ERNE FAUSTHER
 Title: DEPUTY REPRESENTATIVE
 Place: MASERU
 Date: 24 MAY 2006




Agreed on behalf of the Lesotho Network of People Living with HIV & AIDS (LENEPWHA)

Signature: 
 Name: THOMAS MONEJE
 Title: GENERAL SECRETARY
 Place: UNDP
 Date: 19/MAY/2006

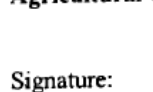


Agreed on behalf of the United Nations Joint Programme on HIV & AIDS (UNAIDS)

Signature: 
 Name: Tim Rwabuhembu
 Title: UNAIDS Country Representative
 Place: UNAIDS - MASERU
 Date: 20/5/2006




Agreed on behalf of the Food and Agricultural Organisation (FAO)

Signature: 
 Name: Cassim Amyama
 Title: FAO
 Place: MASERU
 Date: 22/5/06



Agreed on behalf of the World Food Programme (WFP)

Signature: 
 Name: MADS LOFVALL
 Title: COUNTRY DIRECTOR
 Place: UNWFP - MASERU
 Date: 24. MAY. 2006

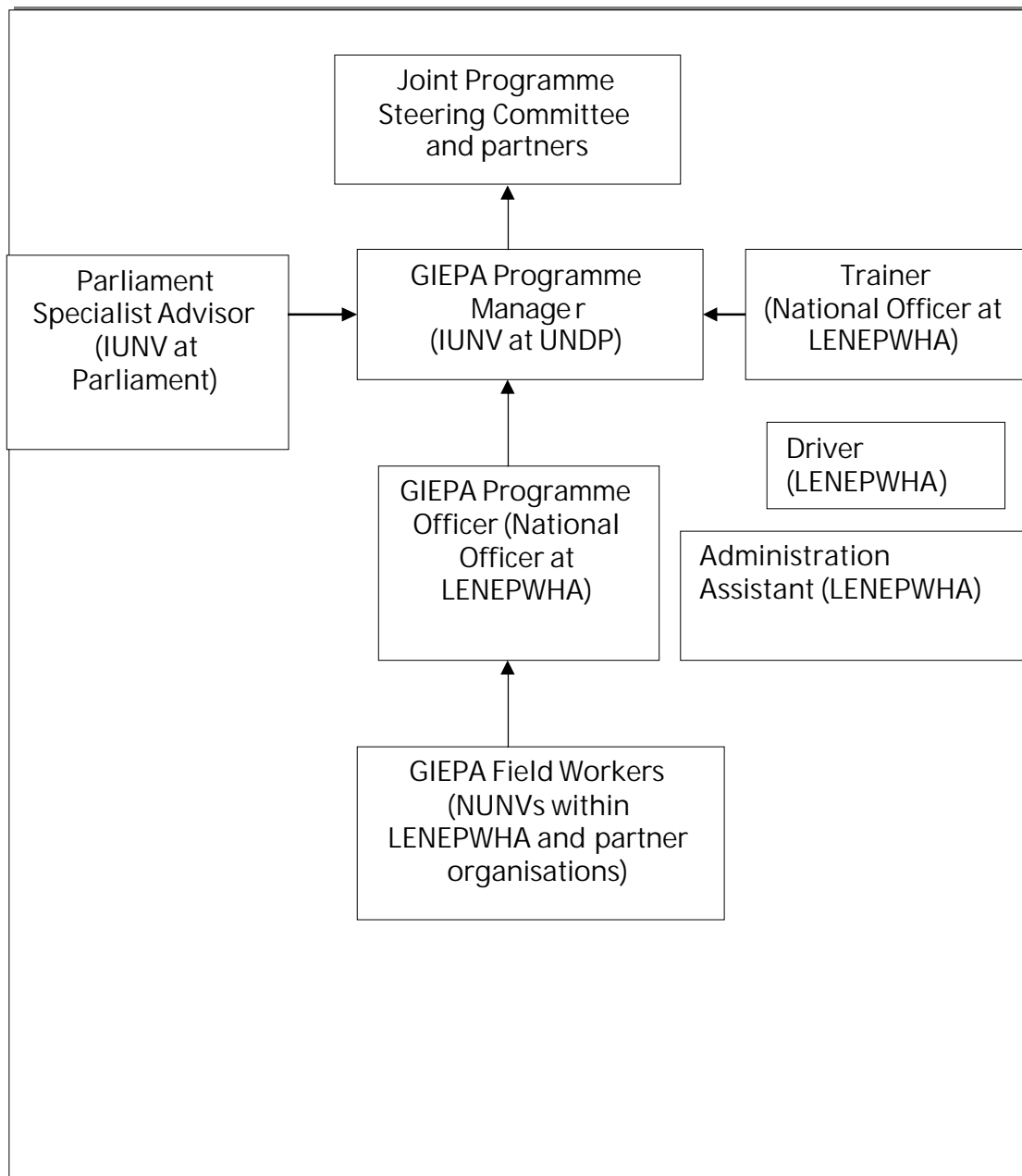


Annex 1 – National Response to HIV & AIDS in Lesotho Timeline

The Government of Lesotho is committed to the fight against the HIV & AIDS pandemic.

- 1986 – first AIDS case reported in Lesotho.
- 1987 – National AIDS Prevention and Control Programme (NAPCP) established within the Ministry of Health & Social Welfare to deal with the pandemic which at the time was perceived primarily as a health problem.
- 2000 – His Majesty, King Letsie III declared HIV & AIDS a national disaster, heightening the significance of the epidemic and commitment of leadership to fighting it.
 - First national AIDS Strategic plan developed (2000/1 -2004/5) by LAPCA
- 2003 – Government of Lesotho adopted a bold new policy, ‘Turning a Crisis into an Opportunity: Strategies for Scaling Up the National Response to the HIV & AIDS pandemic in Lesotho’ advocating for a multi -sectoral approach to fighting the virus.
 - Select Committees on HIV & AIDS established in both the Senate and National Assembly to ensure focus on the epidemic within the Parliament of Lesotho.
 - *Lesotho AIDS Programme Coordinating Authority (LAPCA) established* under the Prime Minister’s office with district structures to co -ordinate, steer and guide the national response.
 - HIV & AIDS focal points established in each line Ministries and 2% of every Ministry’s recurrent budget set a side to address HIV & AIDS activities.
- 2004 – The Right Honourable the Prime Minister Pakalitha Mosisili and Archbishop Mohlalisi of Maseru tested publicly, emphasising that it is the right of every Mosotho to know their HIV status as a first step to living longer and healthier lives.
 - First ART center opened, Senkatana in May
- 2005 – Chief Executive of the National AIDS Secretariat is appointed 1 March who will report to a Board of Commissioners.
 - **Launch of the first national PLWHA association, Lesotho Network of People Living with HIV & AIDS (LENEPWHA), 27 May 2005**
 - Joint Review of the national response (2000-2005) coordinated by NAS began in September
 - National AIDS Commission Act passed in August resulting in the establishment of one national coordinating body reporting to the highest authority, the Office of the Prime Minister. The Board of Commissioners was appointed by the Prime Minister in December.
 - Scale up of HIV testing and counselling sites and ART sites through the Ministry of Health & Social Welfare (# of sites).
 - His Majesty King Letsie III launched the Operational Plan of Know Your Status Campaign on World AIDS Day, 1 December, a two -year plan for universal access counselling and testing in the country for every Mosotho to have the opportunity to know their status.

Annex 3 – GIEPA Joint Programme Staff Members and Terms of Reference



Annex 3a

Terms of Reference IUNV GIEPA Programme Manager UNDP Lesotho

This post is a United Nations Volunteers Programme Assignment and based on the values of free will, commitment, engagement and solidarity, which are the foundations of volunteerism. Volunteering brings benefit to the individual volunteer. It makes important contributions, economically, as well as socially. It contributes to creating social cohesion and capital, through helping to build trust and reciprocity among citizens.

The United Nations Volunteers is the UN Organization that supports sustainable human development globally through the promotion of volunteerism and mobilization of volunteers. It serves the causes of peace and development through enhancing opportunities for participation by all peoples. It is universal, inclusive and embraces volunteer actions in all its diversity.

Volunteerism is diverse and is embedded in all cultures and traditions. In this context, as a United Nations Volunteer you are encouraged and expected to relate to local volunteerism and to be identified with the concept. You are expected to regard your national colleagues as peers and together uphold trust as volunteers among yourselves and within the communities and the organization you are assigned to.

Background of the Situation:

Lesotho has the third highest HIV prevalence rate in the world, with nearly one in three Basotho aged 15-49 infected with HIV. The fight against the HIV & AIDS pandemic is at the centre of the activities of the Government and has included:

- Adoption of the draft strategic document as an official Government policy document, "Turning A Crisis Into An Opportunity: Strategies For Scaling Up the National Response to the HIV/AIDS Pandemic in Lesotho";
- Core streaming of HIV & AIDS into the activities and programmes of all Government Ministries including allocation of resources in all line ministry budgets to address HIV & AIDS;
- Establishment of an autonomous National AIDS Commission under the Office of the Prime Minister to lead the country's scaled-up efforts at addressing the pandemic. The National AIDS Commission Act was passed by Parliament in August 2005, Chairperson of Lesotho's National AIDS Committee appointed by the Prime Minister in March 2005, and the Board of Commissioners inaugurated in early 2006: (a) Chairperson; (b) Financial representative; (c) Health representative; (d) Legal representative and (e) a representative from the 14-membered Stakeholder Forum;
- Building on the public testing of the Prime Minister in March 2004, King Letsie III launched the "Know Your Status" Campaign Operational Plan in December 2005 for universal access to HIV testing and counselling in Lesotho as an entry point for prevention, treatment, care and support services.

However, throughout these accomplishments, the voice of people living with HIV & AIDS was notably absent. Due to high levels of stigma and discrimination, not many Basotho were living openly positive and as such there were missed opportunities for the perspective of people who are living with the disease to be included in policy formation and other national documents. However, alongside scaling up of VCT, ART and coordination in 2005, the first Lesotho Network of People Living with HIV & AIDS (LENPWHA), was launched on 27 May 2005. An overall network of the various PLWHA district groups, LENPWHA offers a channel for personalising the epidemic from the national to community level and the opportunity for PLWHAs to participate in policy formation and advocacy across the country.

Objectives of the position :

General:

The principle of having Greater Involvement and Empowerment of People living with HIV & AIDS (GIEPA) is about putting a human face to what many people perceive to be a remote, negative and amorphous issue and ensuring meaningful involvement from people who know best about what it means to be living with HIV & AIDS. The Joint UN Lesotho GIEPA programme has the following four main objectives:

- Development of an enabling policy environment to ensure the rights of PLWHAs, including in the workplace.
- Capacity building of LENEPWHA to enable the organisation to effectively carry out its functions and mandate through management and organisational skills trainings.
- Food security and livelihood activities for vulnerable HIV and AIDS infected and affected households.
- Placement of PLWHAs in committed ministries and organization to assist in the development of HIV & AIDS workplace policies and function as AIDS educators.

Specific:

For the practical implementation of this project, based on the project document and under the guidance of the head of the Strategic Policy and Advocacy Support Unit, the incumbent will be responsible for the successful implementation of the project through the following tasks;

1. Overall project coordination:

- Project planning, implementation, coordination, problem solving, and monitoring to ensure the objectives are met;
- Coordinate with project partners to ensure coherence, transparency and accountability in overall implementation;
- Submit through UNDP quarterly progress and financial reports to the project partners/donors;

2. Human resource management:

- Recruit a team of 20 National UN Volunteers to work as GIEPA Field Workers in partner organizations;
- Recruit an International UN Volunteer as advisor to the Senate/Parliament;
- Develop Terms of Reference and recruit national and international short-term consultants as stipulated in the project document.

3. Project administration and project management:

- Ensure timely delivery of project activities within the approved budget;
- Produce quarterly financial and progress reports, and when requested;
- Report administrative and personnel matters as agreed to partners/donors;

4. Advocacy and networking:

- Represent the project in HIV-related fora and workshops, and use these opportunities to advocate for GIEPA;
- Promote mainstreaming of GIEPA in HIV & AIDS programmes;
- Participate in HIV & AIDS and GIEPA groups and networks;
- Identify linkages with national and international organizations and promote partnerships and collaboration;

5. Other duties as required to successfully implement the project.

The Proposed Profile of the Specialist:

- Master's degree in international or development studies, public health or related field.
- Solid knowledge of HIV & AIDS issues and project implementation.
- Solid evidence of research experience and excellent writing skills.
- Good organisational skills, initiative and sound judgment.
- Strong communication and interpersonal skills.
- Ability to work under pressure and to meet tight deadlines.
- Willingness to work in an international environment, where focus is as much on individual performance as on the performance of the team.
- Full command of both written and spoken English and computer skills are essential.

Reporting Arrangements:

The incumbent will work under the supervision of the head of the Strategic Policy and Advocacy Support Unit. He/She will also report to the UNV Programme Officer by submitting in time the periodic UNV reports, as defined in the UNV Conditions of Service, and all other information requested by UNV HQ.

Location:

UNDP Lesotho

Duration of Assignment :

This assignment will be for 1 year, renewable under the 2 year GIEPA project.

People living with or directly affected by HIV & AIDS themselves are strongly encouraged to apply.

Annex 3b

Terms of Reference

IUNV GIEPA Specialist to support Parliamentary Select Committees on HIV & AIDS

This post is a United Nations Volunteers Programme Assignment and based on the values of free will, commitment, engagement and solidarity, which are the foundations of volunteerism. Volunteering brings benefit to the individual volunteer. It makes important contributions, economically, as well as socially. It contributes to creating social cohesion and capital, through helping to build trust and reciprocity among citizens.

The United Nations Volunteers is the UN Organization that supports sustainable human development globally through the promotion of volunteerism and mobilization of volunteers. It serves the causes of peace and development through enhancing opportunities for participation by all peoples. It is universal, inclusive and embraces volunteer actions in all its diversity.

Volunteerism is diverse and is embedded in all cultures and traditions. In this context, as a United Nations Volunteer you are encouraged and expected to relate to local volunteerism and to be identified with the concept. You are expected to regard your national colleagues as peers and together uphold trust as volunteers among yourselves and within the communities and the organization you are assigned to.

Background of the Situation:

Lesotho has the third highest HIV prevalence rate in the world, with nearly one in three Basotho aged 15-49 infected with HIV. The fight against the HIV & AIDS pandemic is at the centre of the activities of the Government and has included:

- Adoption of the draft strategic document as an official Government policy document, "Turning A Crisis Into An Opportunity: Strategies For Scaling Up the National Response to the HIV/AIDS Pandemic in Lesotho";
- Core streaming of HIV & AIDS into the activities and programmes of all Government Ministries including allocation of resources in all line ministry budgets to address HIV & AIDS;
- Establishment of an autonomous National AIDS Commission under the Office of the Prime Minister to lead the country's scaled-up efforts at addressing the pandemic. The National AIDS Commission Act was passed by Parliament in August 2005, Chairperson of Lesotho's National AIDS Committee appointed by the Prime Minister in March 2005, and the Board of Commissioners inaugurated in early 2006: (a) Chairperson; (b) Financial representative; (c) Health representative; (d) Legal representative and (e) a representative from the 14-membered Stakeholder Forum;
- Building on the public testing of the Prime Minister in March 2004, King Letsie III launched the "Know Your Status" Campaign Operational Plan in December 2005 for universal access to HIV testing and counselling in Lesotho as an entry point for prevention, treatment, care and support services.

However, throughout these accomplishments, the voice of people living with HIV & AIDS was notably absent. Due to high levels of stigma and discrimination, not many Basotho were living openly positive and as such there were missed opportunities for the perspective of people who are living with the disease to be included in policy formation and other national documents. However, alongside scaling up of VCT, ART and coordination in 2005, the first Lesotho Network of People Living with HIV & AIDS (LENEPWHA), was launched on 27 May 2005. An overall network of the various PLWHA district groups, LENEPWHA offers a channel for personalising the epidemic from the national to community level and the opportunity for PLWHAs to participate in policy formation and advocacy across the country.

Objectives of the position :

General:

The principle of having Greater Involvement and Empowerment of People living with HIV & AIDS (GIEPA) is about putting a human face to what many people perceive to be a remote, negative and amorphous issue and ensuring meaningful involvement from people who know best about what it means to be living with HIV & AIDS. The Joint UN Lesotho GIEPA programme has the following four main objectives:

- Development of an enabling policy environment to ensure the rights of PLWHAs, including in the workplace.
- Capacity building of LENEPWHA to enable the organisation to effectively carry out its functions and mandate through management and organisational skills trainings.
- Food security and livelihood activities for vulnerable HIV and AIDS infected and affected households.
- Placement of PLWHAs in committed ministries and organization to assist in the development of HIV & AIDS workplace policies and function as AIDS educators.

Specific:

- Review all documents that would assist in the development of the HIV & AIDS workplace policy for the Senate and the National Assembly of Lesotho highlighting the GIEPA principles
- Provision of support for better coordination and collaboration of the Parliamentary Committee system on HIV & AIDS, including formation of a joint Parliamentary committee on HIV & AIDS from the present Senate and National Assembly Select Committees on HIV & AIDS.
- Provision of in-house training on HIV & AIDS and implementation of the GIEPA ideology to the Honourable Parliamentarians and Parliament staff in collaboration with the Parliamentarian Select Committees on HIV & AIDS.
- Strengthening of Parliament's capacity to play a central role in scaling up the national response to HIV & AIDS and the meaningful inclusion of PLWHAs
- Strengthening coordination of the Parliamentary process on scaling up the national response to HIV & AIDS, including support in planning, budgeting and reporting on Parliamentary HIV & AIDS activities
- Improve coordination on HIV & AIDS related activities and messages between Senate and the National Assembly, and also between Senate and traditional leaders at the district and community levels especially related to stigma and discrimination of PLWHAs

The Proposed Profile Of The Technical Expert:

- Advanced University Degree in Political Science and/or Public Health, Social Sciences.
- Five years of responsible professional experience in within the area of government/governance strengthening and additional experience with HIV & AIDS will be a requirement.
- Strong communication and interpersonal skills, good working relationship skills and networking capacities. Familiarity with formal structure and official protocol.
- Good analytical and writing skills.
- Fluent in written and spoken English.

Reporting Arrangements:

The incumbent will work under the supervision of the Clerks of the Senate and the National Assembly and report to the GIEPA Programme Manager who will be the immediate supervisor. He/she will also report to the UNV Programme Officer by submitting in time the periodic UNV reports, as defined in the UNV Conditions of Service , and all other information requested by UNV HQ.

Location:

UNDP Lesotho

Duration of Assignment :

This assignment will be for 1 year, renewable under the 2 year GIEPA project.

People living with or directly affected by HIV & AIDS themselves are strongly encouraged to apply.

Annex 3c

Terms of Reference GIEPA Programme Officer Lesotho Network of People Living with HIV & AIDS (LENEPWHA)

Objectives of the position :

General:

The principle of having Greater Involvement and Empowerment of People living with HIV & AIDS (GIEPA) is about putting a human face to what many people perceive to be a remote, negative and amorphous issue and ensuring meaningful involvement from people who know best about what it means to be living with HIV & AIDS. The Joint UN Lesotho GIEPA programme has the following four main objectives:

- Development of an enabling policy environment to ensure the rights of PLWHAs, including in the workplace.
- Capacity building of LENEPWHA to enable the organisation to effectively carry out its functions and mandate through management and organisational skills trainings.
- Food security and livelihood activities for vulnerable HIV and AIDS infected and affected households.
- Placement of PLWHAs in committed ministries and organization to assist in the development of HIV & AIDS workplace policies and function as AIDS educators.

Specific:

For the practical implementation of this project based on the project document, the incumbent will be responsible for the successful implementation of identification, placement, training and monitoring of GIEPA Field Workers through the following tasks;

- Provide substantive leadership and technical support to LENEPWHA and partner organizations with GIEPA Field Workers .
- Ensure timely delivery of GIEPA Field Worker activities within the approved budget;
- Submit timely quarterly financial and progress reports to the project partners/donors;
- Engage partner organizations to identify potential GIEPA Field Worker placements and promote partnerships and collaboration.
- Develop Terms of Reference for GIEPA Field Workers consistent with requirements of the partner organizations.
- Assist in the identification and recruiting of a team of 20 National UN Volunteers to work as GIEPA Field Workers in partner organizations ;
- Coordinate initial and on-going training sessions for GIEPA Field Workers.
- Provide the necessary guidance for advocacy campaigns for GIEPA principle at national and district level to strengthen HIV & AIDS competence and the work of LENEPWHA.

The Proposed Profile:

- Master's degree in public health/education or related field.
- Strong understanding of the Greater Involvement and Empowerment of People Living with HIV & AIDS (GIEPA Principle).
- Previous experience in HIV & AIDS programmes .
- Previous management experience, including human resources management.

- Strong advocacy abilities, negotiation and presentation skills.
- Resourceful and able to take initiative.
- Proven ability to interact effectively with a wide range of stakeholders, including senior level Government officials, the community, UN staff and the private sector .
- Strong communication with the ability to express ideas clearly and effectively both orally and in writing.
- Full command of both written and spoken English and computer skills are essential.

Reporting Arrangements:

The incumbent will work under the supervision of LENEPWHA. He/She will also report to the GIEPA Programme Manager and submit in time the periodic reports as defined in the joint programme document .

Location:

LENEPWHA

Duration of Assignment:

This assignment will be for 1 year, renewable under the 2 year GIEPA project.

People living with or directly affected by HIV & AIDS themselves are strongly encouraged to apply.

Annex 3d

**DRAFT Terms of Reference
Trainer
Lesotho Network of People Living with HIV & AIDS (LENEPWHA)**

Objectives of the Position:

- Interfacing with LENEPWHA National and District Executive Committees on a regular basis on issues that concern them in dealing with HIV and the existence of HIV & AIDS in their lives.
- Facilitating learning opportunities, trainings and conversations among National and District Executive Committees in a Training -of-Trainer methodology on issues as outlined in Annex 4 in the GIEPA in Lesotho joint UN programme document.
- Support District Executive Committees in providing training to affiliate and new PLWHA support groups within respective districts.
- Collating materials that LENEPWHA members will need to support them in understanding and dealing with HIV & AIDS.
- Promoting and practicing the GIEPA principle in all official duties.
- Identifying local HIV & AIDS health care and support facilities that can be used by PLWHA support groups.

Qualifications:

- Solid experience in promoting issues around HIV & AIDS in the country.
- Good training and facilitation skills.
- Strong communication with the ability to express ideas clearly and effectively both orally and in writing, in Sesotho and English.
- Good understanding of gender issues especially as they relate to HIV & AIDS.
- Solid experience in dealing with people directly infected or affected by HIV & AIDS.
- Good understanding of the Greater Involvement and Empowerment of People Living with HIV & AIDS (GIEPA Principle).
- Previous experience in training programmes, especially at the district and community levels.
- Good counseling skills.

People living with or directly affected by HIV & AIDS themselves are strongly encouraged to apply.

Annex 3e

DRAFT Terms of Reference Driver Lesotho Network of People Living with HIV & AIDS (LENEPWHA)

A driver is recruited to support the programme as it follows:

- Proper use of LENEPWHA vehicle and day-to-day maintenance of the assigned vehicle.
- Provision of reliable and secure driving services and maintenance of the vehicle daily log.
- Delivery of letters from LENEPWHA to partners.
- Transportation services to the LENEPWHA Trainer and other staff on official duties.
- Ensure availability of all the required documents/supplies including vehicle insurance, vehicle logs, map of the city/country, first aid kit, necessary spare parts
- Ensure that all immediate actions required by rules and regulations are taken in case of involvement in accidents.

Qualifications:

- Valid driving license;
- 2 years' work experience as a driver; safe driving record;
- Knowledge of driving rules and regulations and skills in minor vehicle repair;
- Proven qualification in safe driving;
- Good command of English language;
- Good knowledge of the country map and routes.

People living with or directly affected by HIV & AIDS themselves are strongly encouraged to apply.

Annex 3f

DRAFT Terms of Reference Administration Assistant Lesotho Network of People Living with HIV & AIDS (LENEPWHA)

Accurate data entry and financial information impacts on the quality and implementation of the GIEPA programme. The Administration Assistant will provide administrative support to LENEPWHA focusing on achievement of implementation of the GIEPA project implementation :

- Maintenance of internal expenditures related to GIEPA project including timely corrective actions.
- Assist the GIEPA Programme Officer and Trainer in relation to GIEPA Field Workers and training sessions .
- Assist in liaising and arranging meetings and training sessions for GIEPA Field Workers, National and District Executive Committees and PLWHA support groups.
- Assist the GIEPA Programme Officer and Trainer in report writing and timely submission of financial and narrative reports and incorporates these into quarterly reports to the Joint Programme Steering Committee through the GIEPA Programme Manager.
- Assist the GIEPA Programme Officer and Trainer in the quarterly update of the action plan.

Qualifications:

- High School Education and training in a specialized field such as secretarial or administrative duties.
- Knowledge of financial budgeting and monitoring systems.
- Proficiency in spoken and written English.
- Computer literacy is a pre-requisite with experience in the usage of computers and office software packages (MS Word, Excel, etc) and knowledge of spreadsheet and database packages.
- 3 to 5 years of relevant administrative experience .

People living with or directly affected by HIV & AIDS themselves are strongly encouraged to apply.

Annex 4 – Advocacy Training Sessions

- HIV & AIDS information – prevention, transmission, treatment
- Voluntary Counselling and Testing
- Quality treatment and care
- Positive living and support
- Peer counselling
- Rights-based and gender sensitive approaches
- Public speaking
- Media skills
- Advocacy and lobbying

Annex 5 – GIEPA Field Worker Training Sessions

- Project proposal writing and fund management
- Personal development and self-awareness
- Capacity development including policy advocacy
- Reviewing prevention messages
- Negotiation skills
- Recognition of stigma and discrimination, understanding why it is happening and ways of reducing it
- Mobilising against discriminatory legislation
- Promoting universal human rights
- Advocating for more funding for treatment and care