



Terms of Reference

Consultant to Support A4HU/DSW Family Planning Budget Analysis in Uganda, FY 2020/21

Background

Action 4 Health Uganda (A4HU) in partnership with Deutsche Stiftung Weltbevölkerung (DSW) is implementing a budget advocacy project aimed at increasing Family Planning (FP) budget allocations at the national and sub-national level in Kenya, Tanzania and Uganda with the aim of addressing unmet need for FP. A4HU/DSW seeks to extend successful approaches targeting the supply of FP funding whilst also applying demand pressure for increased allocations at national and subnational/decentralised levels.

A key approach for DSW/ A4HU's country-based work on budget analysis as a source for evidence-based advocacy is tracking government commitments, allocations and programmes. In this regard, DSW has over the years, conducted annual reviews of national and sub-national budgets as entry points for ongoing engagements with national and subnational decision makers with a view to increasing FP resourcing and the importance of establishing dedicated FP budget line items. Findings are published in reports, fact sheets and infographics targeting various audiences. A4HU in partnership with DSW support will continue to track budget allocations at both national and sub-national levels to generate evidence for our advocacy work.

Consequently, A4HU/DSW seeks the services of a consultant to conduct FP budget allocation analysis for FY 2020/2021, as well as track the actual FP budget allocations and expenditure for FY 2019/20 at the national and subnational levels. A4HU/DSW will provide guidance throughout all phases of the assignment, provide all necessary documentation and help with logistical arrangements for any task-related travel.

Situational analysis

Uganda's population was estimated at 34.6 million persons in 2014. The annual population growth rate of 3.0 percent and average household size of 4.7 (UBOS, 2016a) implies that Uganda's population increases by more than one million people every year, Uganda's population is projected to reach 41.2 million people by 2020. Many factors contribute to this high population growth rate, but the fertility rate – 5.4 children per woman – stands out. The high level of fertility is partly explained by low access to contraceptives: the contraceptive prevalence rate (CPR) among married women stood at 39 percent, and unmet need for family planning services is 28 percent among married women of 15-49 years (UBOS, 2016b).

The Government of Uganda in recognition of family planning (FP) contributions to the social-economic transformation of the country, has placed its strategic focus on shaping the lives and wellbeing of individuals, families and communities and to significantly contribute to the rapid decline of both fertility and mortality in order to enable Uganda accelerate the demographic transition. Recognition of the benefits of FP is already elaborated by the National Development Plan (NDP) II, which positions FP as an integral strategy to reduce poverty, which is in line with the Sustainable Development Goals (SDGs) target 3.7; ensuring universal access to sexual and reproductive health-care services, including for family planning,

information and education, and the integration of reproductive health into national strategies and programmes.

Uganda has registered some progress in the field of family planning over the years. The FP2020 reports show an improvement in modern contraceptive prevalence rate among all women from 25 percent in 2015 to 29 percent in 2019 while unmet need for family planning among married women reduced from 34 percent in 2015 to 33 percent in 2019. However, it is still noted that funding gaps still exist basing on the 15% commitment by the country more is still need to determine the allocation and expenditure on the priority FP needs of the country hence the need for the FP budget study to determine this process in order to guide evidence based advocacy and policy engagement on FP and SRH national and subnational priorities and expectations.

Objectives of the Study

Main Objective:

The main objective of the study is to carry out an analysis of FP budget allocations for FY 2020/21 and to conduct a budget expenditure analysis for FY 2019/2020 at the national level and in four (4) districts.

Specifically, the study will:

- 1) Track health and FP budget allocations at the national level and in four project districts of Kamuli, Tororo, Mityana, and Mukono for FY 2020/21 in comparison with FY 2019/20 and 2018/19.
- 2) Track health and FP budget expenditure at the national level and in four project districts of Kamuli, Tororo, Mityana, and Mukono for FY 2019/20 against the approved budget.
- 3) Identify and evaluate the implementation of existing family planning policies at the national and sub-national levels
- 4) Document the effect of COVID-19 on allocation of FP resources and the delivery of FP services

1. Methodology

The Consultant will be expected to use the existing DSW's FP Budget Monitoring Methodology to meet the above mentioned objectives. This methodology involves national policy analysis, national budget analysis, district budget analysis, health facility assessment and focus group discussions.

The consultant may revise the methodology to suit the current government guidelines without compromising the expected outcome. The revised methodology should put community perspectives and health worker perspectives at the core of assessing FP budget and expenditure tracking while observing the COVID-19 legal restrictions.

Scope

The study will be undertaken at: i) national level covering the Ministry of Health, National Medical Stores, National Referral Hospitals, and Regional Referral Hospitals; ii) district levels covering: 4 District Health Offices (of Mityana, Mukono, Tororo and Kamuli), selected health facilities, and community members.

The study will cover:

- i. Fiscal year 2020/21 (for FP budget allocation analysis) in comparison to FP budget allocation analysis for FY 2019/20 and 2018/19; and
- ii. Fiscal year 2019/20 for expenditure review and analysis

2. Tasks and Deliverables of the Consultant

The tasks and deliverables of the consultant will include:

- a) Refining methodology and tools for the FP Budget Analysis
 - A4HU/DSW as one of the participating organisations in the review process of harmonising FP tracking methodology, thus, the consultant will make reasonable revisions and refine the existing budget and policy analysis methodology in line with the on-going discussions towards harmonising FP tracking methodology.
 - *Deliverable* A refined and documented methodology for the 2020/21 FP allocation and 2019/20 expenditure analysis, including revised data collection tools (i.e. excel sheet, FGD guide, Facility Assessment Guide)
- b) Orientation and training of data collectors
 - The consultant will train data collectors on both the use of the data collection tools. The consultant will be responsible ensuring that accurate data will be collected by the data collectors. A4HU /DSW staff will oversee/supervise data collection processes both at the national and district levels.
 - *Deliverable*: Training conducted for data collection and a detailed training report
- c) Collection of relevant information
 - The consultant will lead in the data collection at national level and support data collection activities in the 4 districts.
 - *Deliverable*: Data, information and documentation (i.e. Work plans, budgets) collected at national level to supervise and support the collection of data, information and documentation from 4 districts and FGD & Health Facility Assessment findings.

- d) Review and analysis of initial data
- The consultant will review and analyse collected information at both national and district levels. This will involve entering the budget data in the approved FP budget analysis tool and analysing the qualitative information generated from health facility assessments, and FGDs.
 - *Deliverable:* FP budget datasheets, FGD & Health Facility Assessment reports
- e) Data validation
- The consultant with support of A4HU /DSW will engage the relevant government officials at national and district levels to validate the data collected. Data validation may involve one-on-one engagement with officials and/or through workshops/ meetings. The validation meetings will help to address any data gaps, promote quality assurance and ensure that the final report will have stakeholder ownership and acceptance for effective use.
 - *Deliverable:* 5 validated datasheets (1 national and 4 districts)
- f) Data analysis and report writing
- The consultant will analyse the final data and draft the report, using the updated data sheets and information from interviews. The report will be reviewed by A4HU /DSW and relevant stakeholders.
 - *Deliverable:* Draft FP budget analysis report (incorporating national and district findings).
- g) Incorporating feedback and drafting the final report.
- The consultant will incorporate all the comments from A4HU/DSW and her designated partners and stakeholders, and submit a final FP budget analysis report.
 - *Deliverable:* Final FP budget analysis report (incorporating national and district findings).
- h) Constructing recommendations to advance the project programming
- The consultant will be responsible for coming up with recommendations that can be adopted as advocacy asks the budgets in the FY 2021/22
 - The consultant will also be responsible for working with the team to come up with infographics that will be used as evidence based materials for programming

3. Time and activity schedule

The assignment is expected to take 50 days between July and November 2020. However, this might change as a result of COVID-19 pandemic.

4. Profile of the Consultant

- Demonstrable knowledge and experience working in the areas of family planning/reproductive health (FP/RH) especially at local and national levels in Uganda
- Possess knowledge and experience in budget analysis and tracking for evidence-based advocacy
- Knowledge designing research methodologies and tools for budget based data collection and analyses
- Similar work in the last 3 years (provide sample copy of recent reports). Previous consultancy experience with A4HU/DSW is an added advantage.
- A demonstrated high level of professionalism and an ability to work independently and in high-pressure situations under tight deadlines
- High proficiency in written and spoken English is required. Knowledge of some of the local languages is an added advantage

5. Compensation

The consultancy fee will be paid in instalments as agreed in contract and is based on deliverables and commensurate with contractual requirements and deadlines.

6. Application guidelines

Interested firms or individuals are requested to submit a bid dossier. The dossier as well as any inquiries shall be submitted through email info@a4huganda.org by 26^h June 2020 with the title “*Uganda Budget Analysis Consultant*” in the subject line.

The bid dossier should contain the following:

Technical Proposal

- Understanding and interpretation of the ToRs
- Methodology to be used in undertaking the assignment, explaining how you will undertake the work in light of COVID-19 restrictions
- Time and activity schedule

Financial

- Consultant’s daily rate in USD
- Other costs, e.g. training material, travel and printing

Organizational and Personnel Capacity Statement

- Relevant experience related to the assignment (including financial scope)
- Contacts of organizations previously worked for
- Curriculum Vitae of proposed team members
- Sample copy of a recent study or research report conducted