

Public call for selection of Primary Recipient for HIV multi country proposal of the Southeastern Europe Regional Coordination Mechanism

The Southeastern Europe Regional Coordination Mechanism (SEE RCM), a body of governmental and non-governmental representatives (one of each from each country) from the Country Coordinating Mechanisms (CCMs) of Albania, Bosnia and Herzegovina, Bulgaria, Kosovo, Macedonia, Montenegro, Romania, and Serbia. The goal of the RCM is to provide a forum for regional coordination, experience exchange, and engagement in joint advocacy initiatives surrounding the rapid exit of external donors and other international partners, who have previously supported public health programs including HIV and tuberculosis (TB) programming, from the region.

Currently the Southeastern Europe Regional Coordination Mechanism start development of the Global Fund HIV multicounty application proposal. Therefore is publishing a public call for Primary Recipient for the HIV multicounty proposal including countries in Southeastern Europe region.

Below is the summary of main regional program structure and main requirements for candidates to apply as Primary Recipient of the HIV multicounty proposal:

Regional Programme structure

1. SEE Regional Coordinating Mechanism

Southeastern Europe Regional Coordinating Mechanism will provide an oversight of the implementation of the HIV regional grant of the Global Fund to Fight Aids, Tuberculosis and Malaria in accordance with the established regional objectives, activities and indicators. Regional Coordinating Mechanisms (RCM) is central to the Global Fund's commitment to regional ownership and participatory decision-making. The regional partnerships among different stakeholders from the region, as RCM members develop and submit grant proposals to the Global Fund based on priority needs at the regional level. After grant approval, RCM will oversee progress in the grant implementation. The RCM is in charge for selection of the Principal Recipient and Main National Sub-recipients.

2. The Principal Recipient (PR)

After selection of the PR by the SEE RCM, the responsibility for executing the implementation of the grant lies with the Principal Recipient (PR) that signed the grant with the Global Fund. The PR partners with SRs and SSRs, providing them with funding and/or in-kind support to implement some of the program activities, subject to the SRs/SSRs fulfilling the requirements outlined in the relevant Service Level Agreements (SLAs).

3. Main national Secondary recipients (SR)

After selection by the RCM and signing the contract with the PR, main national SRs will play a pivotal role in the implementation of program activities and the management of grant resources in their respective countries and in implementation of the joint activities of the regional programme. As sub-contracted entities they are critical for the timely management and achievement of grant results.

The RCM is the entity in charged for selection of the main national Sub-recipients. Main national SRs are further in charged for selection of the sub-sub-recipients on the needs basis. Sub-recipients are reporting directly to the PR for execution of the programme.

Minimum Standards for Principal Recipients and Regional Program Delivery:

1. The Principal Recipient (PR) demonstrates effective management structures and planning at multi-country and country levels, as applicable.
2. The PR has the capacity and systems for effective programmatic management and oversight of sub-recipients (and relevant sub-sub-recipients) at multi-country and country levels, as applicable.
3. The internal control system of the PR is effective to prevent and detect misuse or fraud.
4. The financial management system of the PR is effective and accurate.
5. Data-collection capacity and tools are in place to monitor programmatic and financial performance.
6. A functional routine reporting system with reasonable coverage is in place to report multi-country financial and programmatic performance timely and accurately.
7. In past three years (2015-2016-2017) PR's annual budget and funds flow were 500.000 Euro (five hundred thousand Euro) per year. One project gained in the last 3 years should be at least 300.000 Euro.
8. PR must present positive audits opinions of programme and organization's audit in past three years (2014-2015-2016).
9. PR must provide documentation that proves that there are no any ongoing legal cases against the PR organization and its authorized legal representative.
10. PR must provide documentation that proves that the PR doesn't have any debts to the state tax authorities.
11. Mandatory requirement for all applicants to have previous experience serving in role of SR or PR on country level.

Specific requirements for Principal Recipients:

1. Civil society organization working in one or more countries in South East Europe with minimally 10 years' of experience in implementation of HIV related activities for key population/s.
2. Experience working with vulnerable groups expressed in number of implemented projects with national impact and the total allocated budget for support to the vulnerable populations.
3. Civil society organization with knowledge, experience and proven track record in straightening the key population/s.
4. Civil society organization with strong record of working with the Global Fund to Fight Aids, Tuberculosis and Malaria, in role of the PR or SR.
5. Civil society organization with strong record of working with other international donors.
6. Experience in advocacy expressed in number of initiatives to change the legislation, submitted to the Parliament, or to the Government, or implemented by the CSO (successfully changed legislation, bylaws, strategy and policy documents, and standards, guidelines and protocols and

procedures OR successfully blocked discriminating legislation), mentioning the number of organization/institutions coordinated in each case.

7. Proven capacity of public mobilization in favor of reforming public policies (campaigns and initiatives).
8. Services developed and subsequently taken over by the state institutions.

Documents that should be submitted by applicants:

1. Organization history particularly activities and results accomplished in HIV field, experience in Global Fund work as PR or SR, organization structure and systems in place for effective programmatic management and oversight of sub-recipients on regional or country level. Explanation of applicant internal control system in detecting misuse or fraud. Description of the applicant financial management system and monitoring system. Describe experience working with vulnerable groups expressed in number of implemented projects with national impact and the total allocated budget for support to the vulnerable populations. What is the proven track record in straightening the key population/s. Submit record of working with other international donors. Describe applicant experience in advocacy expressed in number of initiatives to change the legislation, submitted to the Parliament, or to the Government, or implemented by the CSO and proven capacity of public mobilization in favor of reforming public policies (campaigns and initiatives). Services developed and subsequently taken over by the state institutions.
2. Provide applicant organization year budget and maximum managed funds per project.
3. Provide positive audits opinions of programme and organization's audit in past three years (2014-2015-2016).
4. Provide legal document that the applicant don't have any prohibition of performing a profession, activity or duty as a legal entity.
5. Provide legal document that the applicant doesn't have any debts to the state tax authorities.

How to apply:

Please submit all documents requested on line on the following e-mail address: prselection2018@gmail.com and please submit original documents at the CCM Macedonia Secretariat, address: Franklin Ruzvelt 51a/26, 1000 Skopje, Macedonia no later than 23 February 2018 18 o'clock CET time. The original documents can be send with post stamp with stamp date not later than 23th February 2018.