



**Provision of Support to CCM PRs and SRs for the implementation of Dual Track financing arrangements in Lesotho**

**Proposed Framework to TSFSA for Continued Support to CCM Strengthening - Oversight**

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## A. INTRODUCTION

On 9<sup>th</sup> December 2008 the Ministry of Finance Development and Planning of Lesotho (MoFDP) submitted Terms of Reference to Technical Support Facility (TSF) South Africa, concerning Global Fund to Fight AIDS, Tuberculosis and Malaria related Grant/Programme implementation support and Country Coordinating Mechanism (CCM) strengthening. The TSFSA responded with a proposal for various interventions. This brief contains a proposed Way Forward for CCM Strengthening and Training focusing on Oversight.

This framework is as a result of the outcomes of an Orientation Workshop held by a team of TSFSA team of consultants at the Lesotho Sun for the Lesotho CCM on 26<sup>th</sup> . 27<sup>th</sup> March 2009.

## B. COMMENT ON THE ORIENTATION WORKSHOP

The Orientation workshop was well received as shown in the Workshop Report. Strengthening the CCM's capacity to provide effective oversight at the different stages of the grant process was discussed and adopted as one of the key activities that would underpin the way forward and continued support to the CCM. This document, therefore seeks to translate some sections of the CCM By-Laws into oversight policies and procedures. In this respect the following documents will be developed for consideration by the CCM in Lesotho.

	DOCUMENT NAME
1.	Grant Oversight Plan
2.	Communication Strategy Document Inc. Policy & Procedure
3.	Management Policy & Procedure Inc. Programme Matrix and Rules of Engagement
4.	Conflict of Interest & Mitigation Policy & Procedure
5.	Adapted CCM Self Assessment template

**Table 1: Proposed draft Oversight Documents for development.**

## C. ACTION PLAN

To develop the documents mentioned above the following activities are proposed.

## PROPOSED SCHEDULE OF ACTIVITIES

ACTIVITY	From Date	To Date	NUMBER OF DAYS	COMMENTS	Progress Report
Desk review of Oversight material and the CCM By-Laws	13-07.09	17-0709	5days	Consultant will conduct best practice research	Review has been done and reports are being completed
Preparation of a brief/framework for development of draft Oversight documents by the consultant for the CCM Secretariat input.	07-09.09 28-09-09	11-09.09 02-10-2009	5 days days - TSF Review	This is a training process, whereby the Secretariat/CCM Members comment on the framework for improvement and ownership. Five days are allocated separately for this.	The Consultant will conduct one on ones with the Chairperson, and the Secretariat. The last two (2) days, The Consultant will be working with the Secretariat only.
Crafting of draft Oversight documents by the Lesotho CCM Secretariat assisted by the consultant	12-10-09	14-10-09	3 consult days Followed by TSF review.	Via e-mail and visit to Lesotho by consultant. The visits will be used for one on one training and relationship building.	Both the Consultants and the Secretariat will be working hand in hand
Consultative Meetings	15-10-09	16-10-09	2	Via e-mail and a visit to Lesotho by the consultant.	
Circulation of draft Oversight documents	30-10-09	30-10-09	1	Stakeholder input.	
Presentation Meeting/Workshop	09-11-09	11-11-09	3	CCM Members will present, discuss, improve and	

				finalize draft Oversight documents. Assisted by consultant.	
Final Draft Oversight documents commissioned	25-11-09				
Sign Off	30-11-09		1		

**Total Number of Days - 19**

**Table 2: Proposed Work plan for the development of Oversight Documents with the Lesotho CCM**

Please note that some of these steps may be conducted in tandem with other consultants working on the different tasks.