

Draft Summary Report of the  
Technical Evaluation  
Reference Group (TERG) of  
the Global Fund

Third Meeting

Rome, Italy, 19-21 September 2005

## **Introduction**

This document reports on the third TERG meeting, which took place from 19<sup>th</sup> to 21<sup>st</sup> September 2005 in Rome. It provides a summary of key issues discussed and the TERG's recommendations. The agenda for the meeting and participant list are attached.

Consistent with the TERG's mandate, the objective of the meeting was to make concrete recommendations to the Global Fund on evaluation approaches and practices, independence, reporting procedures and other technical and managerial aspects of monitoring and evaluation at all levels. Specifically, the TERG:

- Reviewed progress on work to date and provided recommendations to integrate tools and methods into on-going GF operations (Sessions 1,2 and 3); and
- Discussed and made recommendations for upcoming activities, most importantly technical approaches for the five year evaluation (Sessions 4 and 5)

## **1 Progress Update**

### **1.1 Background**

The Global Fund Secretariat reported on progress in the implementation of the measurement framework established for the Global Fund and approved by the Board. In addition, results accomplished to date in the grant portfolio and an analysis of the 74 grants reviewed for Phase 2 funding were presented, based on the three progress reports published by the Global Fund in 2005. In the discussion of results for the grants, the TERG turned attention to the issue of the performance targets. Progress updates were also provided for two recent activities for which TERG input was provided: 1) the Phase 2 task Force, and 2) the "soft indicators" for the replenishment process.

### **1.2 Recommendations**

#### **Progress Reports**

The Secretariat has produced three progress reports over the past year for the replenishment cycle meetings. These major reports, which have been well-received, have required a significant investment from the Secretariat.

The TERG recommends that the Global Fund Secretariat should concentrate on:

- One major progress update per year
- Interim updates on key indicators targeted to specific needs and audiences

Looking to 2006, the major report should be linked to the replenishment meeting in mid 2006.

#### **Target-setting**

Progress reports on grant performance are based on reaching targets set out in the grant agreements. The TERG has noted the need for more detailed information on target setting and the appropriateness of targets. The Secretariat has initiated an evaluation of the grant proposal preparation and review process which will include target-setting. The TERG noted

with concern the delay in the implementation of the evaluation and requested it be presented at the next TERG meeting.

### **Performance Indicators for Replenishment**

On July 20, 2005, the Secretariat convened a workshop of interested parties in Geneva on “soft performance” measures, with the intention of defining a subset of indicators for assessing the performance of the Global Fund during the 2006-2007 replenishment cycle and beyond, looking to the next replenishment cycle.

The TERG noted with satisfaction that the indicators proposed within the framework of “soft indicators” for the replenishment were within the existing measurement framework of the Global Fund. The TERG recommends that:

- TGF Partners need to be mobilized to include measures within their existing systems, e.g. UNAIDS, WHO, OECD
- Preliminary targets were developed by the Secretariat for indicators under its control, and reviewed and confirmed by the TERG
- TERG requested to review the targets to be proposed by partners as they become available
- The term “soft” indicators was confusing and should be dropped and replaced by “Performance indicators for replenishment”

### **Phase 2 Task Force**

The Phase 2 Task Force under the leadership of the Vice- Chair of the Board was convened on 29 July 2005 with a special focus on “No Go” procedures.

The TERG discussed and supported the additional steps proposed by the Phase 2 Task Force. In particular, the TERG welcomed:

- Inviting the CCM to respond before a No Go recommendation is submitted to the Board
- That the independent review focus on mapping the information and arguments and not on providing an additional recommendation
- TERG suggested that the Terms of Reference for the independent review be carefully codified to ensure unambiguous terms of reference
- In addition, the TERG requested a review of implementation of the Phase 2 recommendation-making process within the Secretariat. The TERG stated that its role was not to comment on the performance of individual grants but rather on the Phase 2 processes.

## **2 CCM Self Assessment Tools**

### **2.1 Background**

The Secretariat has overseen a global study to assess the composition, roles and responsibilities, and functioning of the more than 100 CCMs that had received Global Fund grants by March 2005. The TERG reviewed the tools used for the CCM study and confirmed their importance as self assessment and management tools. The TERG noted the inherent difficulties of accurately measuring satisfaction of all constituencies with CCM processes.

Nevertheless TERG noted the importance of engaging in a dialogue among CCM members with the aim of identifying areas for improvement and needs for technical support.

## **2.2 Recommendations**

The TERG recommends that:

- Routine reporting of eligibility criteria be implemented prior to grant signing and as part of the annual review prior to the Phase 2 decision making process
- Processes to identify and improve weaknesses be implemented by the CCMs and progress reported to the Secretariat as part of the annual reviews
- The principle of peer review be explored as a method for improving CCM performance
- Audits be conducted on about 10% of CCMs a year, about half of those should be purposive and half random
- As part of these processes, the CCMs should identify support needs
- The Terms of Reference be developed to improve wider civil society assessment and strengthening of peer review

## **3 Data quality assessment**

### **3.1 Background**

The Secretariat has worked with the President's Emergency Plan, WHO, Health Metrics Network, and Measure Evaluation, to develop and pilot a set of quality assessment tools for data reported from countries. The TERG recognized considerable progress in the development of these tools for data quality assessment. The TERG welcomes the multi-partner effort to reach consensus on the joint assessment tool. The TERG also viewed positively the development of common tools that can be used both for donor projects and national programs, hence harmonizing efforts and reducing parallel requirements on countries.

### **3.2 Recommendations**

The TERG recommends that the tools be incorporated into:

- Round 5 grant negotiations
- Annual reviews prior to Phase 2 Grant decision making, and be
- Linked to the TRP review of proposals, as performance-based-funding starts at the proposal stage

The TERG recommends that the tool sections relating to the M&E plan (Part 1) and data management systems (Part 2) be implemented as part of grant management. TERG welcomed the effort to link these specific parts to the broader health information system assessment developed by the Health Metrics Network. The TERG encourages the stronger linking in implementing these efforts.

The TERG recommends that the role of LFAs in M&E assessments be further clarified including the use of these tools in the LFA verification function.

## **4 Five Year Evaluation of the Global Fund**

### **4.1 Background**

The TERG welcomed the continuing dialogue with PSC and confirmed the importance of close links between the Five Year Evaluation and the strategic planning process of the Global Fund.

The TERG reviewed the planning of the Five Year Evaluation, priorities, and the timetable for relevant studies to fill information gaps. The TERG noted that the Five Year Evaluation will require considerable effort and funding support and that appropriate budgetary allocations should be made. The TERG discussed and proposed:

- A basic implementation structure for the undertaking of the Five Year Evaluation
- A framework including priority key questions and an initial set of concrete evaluation studies

### **4.2 Recommendations**

The TERG recommends that:

- A core external evaluation team be contracted immediately using existing Secretariat resources to work out the details of the implementation of the Five Year Evaluation. This team would develop the study design, draft work plan, timeline and budget and will present an inception report to the next TERG meeting. After review by the TERG, the report will be sent to the PSC to allow the preparation of decisions to be presented to the 13<sup>th</sup> Board meeting. This shall include an inventory and review of existing information.
- A gap analysis of relevant data sources should be undertaken urgently
- Progress reports be presented to the PSC for close coordination
- Protocols of the specific products should be developed with study designs, complete work plan, timeline and budgets

## **5 Additional Recommendations**

Based on further discussion within the TERG, the following additional recommendations emerged:

- TERG recommends that TERG members be invited to participate in activities that will enable them to gain hands on insights into the operations of the Fund. Of particular interest might be participation in the Phase 2 panel process.
- The TERG requests that additional support for the TERG be provided by the Secretariat including to improve communication among TERG members, the Chair and the Secretariat between TERG meetings.

## **6 Next Meeting**

The 4<sup>o</sup> TERG meeting will be held the week of 27th February 2006. Specific dates and venue details will be submitted in due course.

## **AGENDA**

**Venue: Hotel Nazionale, Piazza Montecitorio, Rome**

### **Monday September 19<sup>th</sup>**

**19:30**

#### **Reception and working Dinner**

- Role of the TERG in the new Global Fund Board committee structure
- Link between evaluation and the Global Fund strategy development effort

**Tuesday September 20th**

	<b>8.30 – 9.00</b>	<b>Opening, introduction, agenda and expected outcomes of the meeting</b>	Korte	
<b>1</b>	<b>9.00 – 11.00</b>	<ul style="list-style-type: none"> <li>– <b>Progress Update</b></li> <li>- Progress Report from Secretariat</li> <li>- Phase Two Task Force</li> <li>- Soft indicators for replenishment</li> </ul>	Low-Beer Schwärtlander	Decision
	<b>11.00 – 11.15</b>	– <b>Coffee</b>		
<b>2</b>	<b>11.15 – 13 :00</b>	<ul style="list-style-type: none"> <li>– <b>Assessment of CCM performance and constituency satisfaction: Final Results</b></li> <li>- Presentation of results</li> <li>- Discussion and recommendations</li> </ul>	Plowman	Decision
	<b>13.00 – 14.00</b>	– <b>Lunch</b>		
<b>3</b>	<b>14:00- 15:15</b>	<ul style="list-style-type: none"> <li><b>Quality assurance: Progress Report</b></li> <li>- Presentation of progress, tools and materials</li> <li>- Discussion and recommendations</li> </ul>	Tran-Ba-Huy	Decision
	<b>15.15 – 15.30</b>	– <b>Coffee</b>		
<b>4</b>	<b>15.30 – 17.00</b>	<ul style="list-style-type: none"> <li>– <b>Technical approaches for the 5 year evaluation of the Global Fund</b></li> <li>- Summary of TERG recommendations from March meeting;</li> <li>- Consideration of evaluation vis-à-vis strategy development;</li> <li>- Framework for key questions and issues</li> </ul>	Korte Kruse	Information
	<b>19.00</b>	<b>Dinner (venue TBD)</b>		

**Wednesday September 21<sup>st</sup>**

<b>9.00 11.15</b>	– <b>Technical approaches for the 5 year evaluation (continued)</b>	<ul style="list-style-type: none"> <li>- Information availability and data gaps;</li> <li>- Recommendations</li> </ul>		Working Group
<b>11.15 11.30</b>	– <b>Coffee</b>			
<b>11.30 12.30</b>	– <b>Activity planning for 5 year evaluation of the Global Fund</b>	<ul style="list-style-type: none"> <li>- Discussion of priority activities, timeline and partnerships</li> <li>- Recommendations</li> <li>-</li> </ul>		Decision
<b>12.30 13.30</b>	– <b>Lunch</b>			
<b>5 13.30 14.30</b>	– <b>Evaluation of the grant proposal process: Progress Report</b>		Plowman Schwärtlander	Information
	Inclusive of coffee break			
<b>6 14.30 15.00</b>	– <b>TERG methods of work</b>	<ul style="list-style-type: none"> <li>- Timing of TERG meetings and products via-a-vis Board committees;</li> </ul>		Information
<b>15.00 16.00</b>	– <b>Summary of meeting</b>	<ul style="list-style-type: none"> <li>- Priority activities 2006</li> <li>- Review of recommendations and decision points for Board via committee structure;</li> <li>- Conclusions</li> </ul>		
<b>16.00</b>	<b>Closing</b>			



## List of Participants to TERG Meeting September 2005

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