Partnerships for a Healthy Region Initiative Partner-Led Design Template

This template provides a recommended structure for a partnership/project design for the Partnerships for a Healthy Region Initiative to assist partners in meeting the DFAT Design, Monitoring, Evaluation and Learning Standards. Partners should consult the Design Standard that relates to each section while drafting. Recommended length is approximately 15 pages (plus annexes) and written in plain English. The template may be modified by partners to suit their needs.

Program or project title:	
Start date:	
End date:	
Total proposed DFAT funding: AUD	
Total proposed funding from all sources: AUD	
Risk: *low/medium/high*	

A. Executive Summary

This section should provide a succinct summary (500 words). It can be expressed as a diagram and/or as a narrative.

› Policy objectives for the country/sector/thematic issue.

› Development context.

› The expected end-of-program outcomes (and relevance to Partnerships for a Healthy Region initiative program logic)[1]

› Integration of cross-cutting issues, including gender equality, disability and social inclusion and climate change

› Any critical risks, including climate risks, and challenges to success, and how these will be addressed.

B. Development Context (What problem are we addressing?) 600 words max

› Provide an overview of the development issues that the activities will address.

› Outline how the investment aligns with country/region/sector priorities.

C. Proposed Outcomes and Project Delivery Approaches (What?) (2,000 words max)

Program Logic

› Concisely set out the program logic including expected end-of-program outcomes (diagram and supporting text)[2]

› Explain how the outcomes directly contribute to relevant EOPO(s) and IOs of the Partnerships for a Healthy Region initiative. Note that the rest of the proposal narrative should be consistent with the program logic.

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[1] Note that end-of-program outcomes should be written as an end state, i.e. who or what is expected to change, by when. The type of change should cover a change in knowledge, behaviour, or condition. Standard 3 of DFAT's Design & MEL Standards outlines DFAT's expectations for the program logic and definitions of goals, objectives, outcomes etc.

[2] See footnote 1 above

Activities

› Outline key activities, their sequencing, and how they will contribute to the expected outcomes of the project (with reference to Implementation Plan annex if appropriate).

Delivery Approach

› Explain how the partnership/project will work to support partner government and in-country partner ownership and sustainability and leverage partner resources and capabilities.
› Outline the role of each of the partners (e.g. if program delivered through a consortium), whether funded or non-funded. If sub-contracting is envisaged, outline the process and timeline.
› Identify current and recently completed initiatives working on similar / complementary issues in proposed partner countries. Highlight opportunities for coordination or collaboration with these initiatives to maximise efficiency and impact, and to avoid duplication.

D. Implementation Arrangements (1,000 words max)

Governance

› Set out the governance arrangements for the project including the role of partner governments and international or regional organisations in such arrangements and consider how DFAT GHD or relevant Posts might be involved.
› For programs to be implemented through a consortium, outline how roles and responsibilities will be split among partners working in the consortium.

E. Monitoring and Evaluation (How will performance be measured?) (1,000 words max)

› Include a draft monitoring, evaluation and learning framework – see (MELF) Annex 1
› The draft MELF should align with the design program logic. It should clearly indicate links to the PHR indictors.
› Outline the monitoring, evaluation and learning (MEL) arrangements, including key performance questions, how data will be gathered, whether M&E is fit for purpose to assess impact on gender equality, disability and social inclusion (including reference to disaggregated quantitative data and qualitative measures), how data will be used for learning and how it will support program decision-making and governance.[3]
› Indicate agreed monitoring arrangements e.g. such as Mid-Term Reviews and Evaluations as well as independent Technical Assessment Groups or review missions.
› State how the resources allocated in the design satisfy M&E needs.

F. Cross Cutting Priorities (Gender Equality, Disability and Social Inclusion /Locally Led Development/ First Nations Engagement/Climate Change One Health/) (approx. 1000 words, with a GEDSI analysis included as an Annex)

Gender Equality, Disability and Social Inclusion (GEDSI)

› **Show how a GEDSI analysis has informed the design**, outlining how differences in social norms, relations, power dynamics and barriers affect outcomes on health and GEDSI. This should demonstrate a clear understanding of the local context, including commitments to GEDSI made by the country/region/sector.[4] Where a GEDSI Analysis has been completed, this should be included as an Annex.

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[3] Refer to the DFAT Design and MEL Standards and to the minimum sufficient M&E standards (annex).

[4] DFAT's Gender Equality, Disability and Social Inclusion Analysis Good Practice Note provides guidance on how to undertake high quality, evidence-based GEDSI analysis to inform design.

> › **Include reference to key lessons from previous projects and any additional analysis or research** that the partnership/project will carry out on GEDSI to support implementation and ongoing learning.
> › **Outline the expected outcomes on gender equality, disability and social inclusion**. Note, there is a mandatory requirement for programs with a value greater than AUD$3 million to have a gender equality objective either as an End of Program Outcome or Intermediate Outcome. Consideration should also be given to integrating references to disability and social inclusion within outcomes and the program logic.
> › **Summarise the proposed approaches to integrating gender equality, disability and social inclusion into the project**, articulating a clear link between the analysis and how the investment will contribute to closing gender equality gaps and addressing barriers to disability inclusion in the country/region/sector. Outline how these approaches have been reflected throughout the design (including in the program logic, outcomes and M&E).
> › **Outline budget allocation** for gender equality, disability and social inclusion (note, separate budget lines are expected for gender equality and for disability inclusion).
> › **Identify individual/s responsible for leading on gender equality, disability and social inclusion** within the implementation team. Ensure coherence with decision-making, governance structures, and budget.
> › **State how a GEDSI strategy and/or action plan[5] will be developed** early in implementation, in consultation with relevant stakeholders and implementing partners.
> › **Outline how the following stakeholders have been/will be consulted and actively involved** in the design process, implementation, monitoring and evaluation and project governance structures:
>> – national women's machineries[6] and/or local women's groups;
>> – OPDs and/or people with disabilities;
>> – other rights holders and representative groups relevant to the scope of your project. For example, groups representing the rights of LGBTQIA+ people, ethnic minorities, Indigenous Peoples, older persons and youth, etc.

First Nations engagement

> › Outline opportunities and intended approaches to incorporate First Nations Australians perspectives into partnership/project planning, delivery, governance structures and/or monitoring and evaluation.
> › Outline countries where engagement is being suggested and how approaches will be meaningful, respectful, mutually beneficial, and consider resourcing and remuneration to First Nations organisations, communities and/or individuals.
> › If no engagement of First Nations Australian's is available or feasible, explain why.

Locally led development and localisation

› Outline the level of ambition to support locally led development, appropriate to the country and sector context, and the intent to build local capabilities (across government, private sector, NGOs and civil society). A localisation plan may also be developed in early implementation.

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[5] DFAT's Gender Equality Investment-Level Strategy Development Good Practice Note provides guidance in developing a gender strategy for a development program. This guidance remains fit for purpose when developing a strategy with an expanded scope that may consider disability and social inclusion alongside gender equality.

[6] Typically serving as central coordinating units for women's affairs within national governments, national women's machineries promote the integration of gender equality measures across national policies and programmes.

Climate Change

› Explain relevant climate change vulnerabilities and impacts particularly how specific groups may be affected (e.g., women and girls, Indigenous Peoples and ethnic minorities, remote communities).

› Identify opportunities for positive climate change adaptation, responses and disaster risk reduction. Where appropriate include an explicit climate change outcome or integrate climate change into the program logic.[7]

One Health

› Outline opportunities identified for multi-sectoral engagement and a One Health approach and any One Health related activities and expected outcomes.

› What co-ordination mechanisms can you link into for multi-sectoral coordination or what coordination gaps are there that this work can contribute to?

› What additional value does the project gain from taking a One Health approach?

› Or, if no One Health approach is available or feasible, explain why.

G. Budget and Resourcing (What will it cost?) and co-contributions (300 words max)

› Provide a detailed budget as an annex with annual allocations and breakdowns for components

› Outline human resourcing and skills required to support the design and implementation.

› Provide a summary of funding and income (including in-kind contributions) from sources other than DFAT that will support delivery of this project.

H. Sustainability (1,000 words max.)

› Explain what efforts will be made to ensure that structures and capacities developed in the course of the project can be sustained post-completion, in the absence of direct DFAT support.

I. Risk Management and Safeguards (What might go wrong?) (300 words max)

› Outline the risks that have been considered in the attached partner risk register and how they relate to the operating context for the project/program, including:

   i. Environmental and social safeguards

      1. Identify risks to the environment, to children, groups who experience increased vulnerability and disadvantage, Indigenous Peoples, health and safety, and risks of sexual exploitation abuse and harassment and discuss measures to mitigate those risks.

      2. Review Preventing sexual exploitation, abuse and harassment guidance to establish risk context in order to assess and rate the risk level and apply the appropriate minimum standards.

   ii. Fraud

      1. Discuss the fraud context and identify current and emerging fraud risks. Identify preventative, detective and corrective controls and fraud risk treatments to mitigate risks.

      2. Design to include 'lessons learnt' from previous evaluations if relevant (or use lessons from similar programming or best practice) and include a brief summary of most

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[7] Refer to Climate Change Action Strategy.

effective/ ineffective fraud controls/ treatments, to help mitigate similar fraud risks in future.

3. Discuss governance arrangements to oversight fraud risks, including frequency and types of information governance bodies will receive to manage fraud risk.

› Summarise the significant risks identified in the risk register that may hinder ability to achieve end of investment outcomes, including consideration of risks arising from assumptions in the program logic, and describe proposed mitigations.

› Identify any governance arrangements, including risk oversight responsibilities and review and reporting processes for the project, how partners and stakeholders will be involved throughout implementation in the ongoing assessment and management of risks.

J. Annexes (using templates provided by DFAT where relevant)

› Program Logic (if not included in the main body of the design document);

› Implementation Plan (description of early indicative interventions/ activities, if appropriate and not included in the main body of the design document);

› Implementation & Governance Arrangements – Organisational chart and other details as appropriate including roles/responsibilities of stakeholders;

› 'Minimum Sufficient' MEL Framework (template below);

› Risk Register and Safeguard Management Plans – for example an environmental and social management framework or environmental and social management plan;

› Partnership/project budget (including costing methodology);

› Gender equality, disability & Social Inclusion Analysis and Strategy/Action Plan (where this has been developed at design). *See DFAT's Gender Equality, Disability and Social Inclusion Analysis Good Practice Note and DFAT's Gender Equality Investment-Level Strategy Development Good Practice Note for further guidance.*

Annex 1. Draft Monitoring, Evaluation and Learning Framework

Key Evaluation Questions:
- include small number of key evaluation questions that align with the specific information needs of primary users. Questions should not be phrased as generic program evaluation questions or indicators phrased as questions, rather they are targeted exploratory questions that allow users of the MEL system to make appropriate decisions about the program or respond to a particular area of interest.

Framework:

Insert, goal outcomes, outputs	Indicator	Data collection method, frequency & responsibility	Baseline	Target
Goal				
End of Program Outcomes				
Intermediate outcomes				
Outputs				

Notes
- Goal, EOPOs, IOs are from the program logic.
- Outcomes relating to cross cutting priorities should be included as EOPOs or IOs.
- Outputs are what the program activities will deliver to contribute to the outcomes – e.g. training, health facility support, distribution of medical products, policy workshops etc.
- Data collection method, frequency, and responsibility – what methods will the program use to collect data against each indicator, how often will it be collected and who is responsible.
- Baseline – include baseline information where it is available. Under the standards, partners have 12 months to develop baselines. If it is not feasible to achieve a baseline, this should include a summary of, or reference to, the current status or situation.
- Targets – include targets where available. If not available, they should be submitted with the MEL Plan (6 months from contract signing). If it is not feasible to include targets, progress markers or similar could be used to demonstrate progress towards the outcome. Annual or mid-point targets can be provided, as relevant to support measurement of progress.

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