REPUBLIC OF KENYA

The Global Fund

KENYA COORDINATING MECHANISM

CALL FOR EXPRESSION OF INTEREST

CONSULTANCY SERVICE:
SET UP OF OVERSIGHT DASHBOARDS
REF KCM/EOI/2/2022

The Kenya Coordinating Mechanism invites prospective candidates to submit CVs and soft copy of evidence and reference of similar work /assignment/s to be considered for the assignment. Prospective candidates are requested to submit the application to the Chair, Kenya Coordinating Mechanism by 29th July,2022 via info@globalfundkcm.or.ke

Overview

The Mission of the Kenya Coordinating Mechanism (KCM) is to harness the full potential of partners and resources to fight HIV and AIDS, Tuberculosis and Malaria in Kenya and oversight the implementation of the Global Fund grants. This entails constant review and tracking of performance of the Principal Recipients (PRs) and Sub-Recipients (SRs) entrusted with management of resources.

The tracking and review of performance is conducted through various structures of KCM, including the Oversight Committee, and is supported through use of electronic visualization dashboards for programmatic and financial data. The current KCM Dashboard was designed in 2017 to give a visual display of the most important information needed by decision makers to monitor progress towards the set objectives.

Through use of electronic dashboards in visualization data for timely identification of challenges and bottlenecks in program implementation, managers and decision makers are empowered to take corrective actions to improve program performance. Kenya is currently implementing a new Global Fund grant - Cycle 3 of the New Funding Mechanism (NFM3), covering the period July 2021 to June 2024. Due to the discontinuation of the SAP Flash player, the NFM 2 Dashboards that were previously used are not functional, hence the need to set up a new dashboard.

There is therefore an urgent need to develop and implement an integrated KCM Dashboard that supports efficient storage, analysis, data visualization and sharing information with decision makers, partners and stakeholders in supporting decision making at all levels.

The KCM is therefore inviting suitable candidates to apply for this consultancy assignment

Objective and Scope

The objective of the consultancy is to Develop/ set up and operationalize an Integrated Oversight Dashboard, involving remote support, that facilitates efficient storage, analysis, visualization and sharing of data on performance of grants with decision makers, stakeholders and partners in effectively and efficiently supporting oversight and decision making at all levels.

As a minimum, the dashboard will facilitate in documenting, analyzing and visualizing data on the following:

a) Programmatic and Financial Performance of the Principal Recipients and Sub-Recipients of Global Fund Grants and Government of Kenya Co-Financing and Reporting on Quarterly Basis (or any other frequency as may be required) to the KCM structures including the Oversight Committee.
b) Specific resource flows and programmes at county and sub-county level.
c) Tracking Implementation Status of Recommendations of Oversight Committee and KCM,
d) Reports on KCM Oversight Field Visits.

The core features of the dashboard will be as follows:
a) Capability to integrate data storage, retrieval and analysis across funding cycles, reporting periods, programmes (including HIV, Tuberculosis, Malaria and COVID -19) and Principal Recipients.
b) Capability to handle both numeric and text data and generate graphic, geographical maps and other forms of data visualisation as appropriate.
c) Be web-based and facilitate full online access through the commonly available web-browsers.
d) Be user friendly and easy to learn for non-technical users at all levels.
e) Be free from expensive requirements such as payment for licences for software or installation of software that may hinder utilisation of the dashboard.

Task

Task	LoE
Indicator Selection - consultation/selection of key indicators to be tracked on the dashboard. The indicators will be derived from the Performance Framework of Various Grants. Indicator selection will be done through an inclusive process involving the PRs and stakeholders.	4 days
Dashboard Configuration - Configure the dashboard, map the indicators, and produce individual PR and SR data capture sheets/tools.	10days
Initial Dashboard Running and Testing - Capture available data and generate initial dashboards. Test run to remove 'bugs'.	10 days
Develop the PR Dashboard Management User Manual/ Procedure.	Within 14 days after assignment completion
Develop the KCM Summary Dashboard User Manual/ Procedure.	Within 2 days after assignment completion
Review by joint ICCs /TWGs	1 day
Review by Oversight Committee	1 day
Review and approval by the KCM	1 day
Training - conduct training workshops using the generated dashboards on how to analyse and visualize the dashboard and make strategic decisions using the information displayed.	3 days
Technical back stopping during oversight committee meeting 2022/2023	4

Deliverable

Deliverable	Content	Due date
Principal Recipient Report on Indicators to be tracked	Key indicators for the PR and SRs to be tracked on the dashboard	
Integrated KCM Dashboard	Individual PR and SR data capture sheets/tools, Recommendation Tracking Tool, Oversight Field Report Tracking Tool, County Support Data Capture Tool and Integrated KCM dashboard.	
Training manual and timetable	Training schedule plus training PowerPoints and other pertinent material	
PR Dashboard Management User Manual/ Procedure	PR dashboard management procedures	
KCM Summary Dashboard User Manual	KCM dashboard management procedures	

Reporting Lines

The consultant(s) will report to the KCM, through the KCM Oversight Committee and KCM Evolution taskforce.

Level of Effort ,Consultancy fee and Period of Performance

50-days level of effort @ USD 297 per day.

Candidate Profile

Required qualifications, expertise and competencies of consultant(s):

- A Degree in the field of either, Computer Science,Actuarial science,ICT,Economics or Monitoring and evaluation
- Demonstrated experience in developing Public Health related electronic dashboards.
- Demonstrated knowledge/understanding/experience of the Global Fund policies, priorities, and processes.
- Prior knowledge of Country Coordinating Mechanismsin the context of Global Fund funding model
- The consultant(s) must be a good communicator and fluent in the English language.

Skills

- Excellent facilitation skills; leadership; strategic approach to consultancy; diplomacy; cultural sensitivity; adaptability and flexibility; teamwork and team building skills.
- Ability to work effectively with staff and organizational stakeholders.
- Strong inter-personal skills and proven ability to communicate and interact with officials from the government, non-state actors, NGOs, development partners, and the private sector.
- Proficient in Microsoft Office applications especially PowerPoint, Excel.
- High degree of organization, initiative, and political awareness.
- Knowledge of public health issues.
- Strong written, presentation and communication skills and IT competences are essential.

Evaluation Criteria:

Academic Qualifications: 40marks; Experience and Capabilities: - 30marks, Evidence of similar work or assignment/s 30marks.