The Global Fund to Fight
AIDS, Tuberculosis and Malaria

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Guidance on filling in the CRG technical assistance request form

Technical Assistance to Support Effective Inclusion of Community, Human Rights and Gender Issues and Key Population Programming in Concept Notes to The Global Fund.

This form should be filled out in English

If you are a civil society or community led organization /network/consortium in a country that is applying for Global Fund funding during the period 2014-2016 and require Community, Rights and Gender (CRG) technical assistance to support your engagement in applying for funding and related Global Fund processes please fill in the below form. We encourage requests from groups of organizations who represent broader and collective concerns of civil society in your country; however this is not a requirement.

Please respond to all of the questions in the form and when you have completed the form please submit it to CRGTA@theglobalfund.org. In the subject of the email please write: the name of your organization and country where you are requesting CRG technical assistance for.

Important: This CRG technical assistance program is focused on providing technical assistance for stages/ processes up to Concept Note submission. Requests for technical assistance for grant making or grant implementation cannot be considered.

Once requests have been received and approved as eligible, the CRG technical assistance team will contact applicants to develop more detailed terms of reference and timelines for the technical assistance. It is expected that this process will begin within 5 days of the request being received.

Section One

In this section you are required to fill in details about your organization/ network / consortium that are requesting CRG technical assistance, and to provide information about any other organizations you have worked with to develop this request and who will benefit from it.

Section Two

In this section you are required to fill in details about the type of technical assistance you are requesting.

2.1 Primary reason why technical assistance is needed

2.1.1 Please briefly describe the reason for requesting CRG technical assistance - what are the challenges or problems related to inclusion of community, rights, gender or key populations that you need support in addressing?

2.1.2 Is this CRG technical assistance request linked to a specific disease (HIV, TB, or malaria) or for health systems strengthening? Please specify which?

2.1.3 How is this CRG technical assistance relevant to the development of new Global Fund grants in your country?

2.2 Primary groups/communities who would be impacted by this CRG technical assistance request

Please indicate which organizations and/or populations the CRG technical assistance would most likely benefit e.g.key populations, civil society more broadly. Provide as much information as possible.

2.3 CRG technical assistance - Request tracks

CRG technical assistance will differ according to needs; and subsequently for the activities, quantity, time and resources required to fulfil the terms of reference. More complex or longer term requests are likely to take longer to agree and respond to. Please indicate which of the below tracks your request would fall under.

1. Rapid Track technical assistance: Rapid track requests require limited interventions and over a relatively short period of time, e.g. conducting a desk review of the country's national strategic plan, conducting gender or legal environment assessments, translating key Global Fund and/ or community documents. If the request is approved it will take, under this track, 15-30 days before technical assistance can commence.

2. Standard technical assistance Standard CRG technical assistance requests deal with multiple issues or issues that require more time to resolve, e.g. creating an enabling environment for the community of people affected by the disease to more meaningfully engage in country dialogue processes, training and mentoring for gender and key population representatives on CCMs. If the request is approved it will take, under this track, 25-40 days before technical assistance can commence.

3. Comprehensive technical assistance. Comprehensive CRG technical assistance requests require longer term support and are likely to include a combination of the types of activities described above, as well as supporting community engagement in designing, planning and budgeting for HIV, TB and malaria programs to be included in Concept Notes being developed for the Global Fund. If the request is approved it will take, under this track, 25-50 days before technical assistance can commence.

2.4 Language(s)
We cannot guarantee that technical assistance can be provided in your preferred language but please indicate, starting with the most commonly used language, the languages that the organizations likely to be receiving the technical assistance operate in. Please list your top three languages. We hope to match your organization with a CRG technical assistance provider who can operate in the preferred language.

2.5 Have you liaised with your CCM and/or Global Fund country team regarding this CRG technical assistance request ?
Please note that liaising with your CCM and/or country team is not a requirement. However for coordination purposes, it would be useful for us to know.

2.6 Have you applied to other technical assistance providers with the same CRG technical assistance request?
To better coordinate technical assistance interventions with partners it is useful for the Global Fund to know who your organization has requested technical assistance from, what type of technical assistance has been requested and the status of the request (i.e. has the request been turned down, is it being processed, or has technical assistance already been delivered?).

2.7 Please provide details on the aim and related activities of the potential CRG technical assistance intervention

1. Aim: What is the main aim that this CRG technical assistance should achieve?

2. Activities: What are the main activities that are required to achieve this aim and for which you are requesting CRG technical assistance.