

Planning components and tools which could be considered when developing the operational plan of a national stop TB partnership (only if needed!)

1. Background

- Any appropriate information on the national stop TB partnership including:
 - Who took the initiative to promote the partnering process?
 - Which were the existing challenges that prompted the partnering process and which are the foreseen opportunities?
 - Which are the principles and values on the basis of which the partnering process was started and will be sustained in the future?

2. Vision, goal, objective

- Vision: it describes what is the ideal situation the partners would like to see become real in the future
- Goal: it describes an agreed development aspiration and it refers to broad changes that are beyond the capacity of an organization alone (long-term)
- Objective: it reflects the change to which the partnership is committed and which contributes to the achievement of the goal (medium-term)

3. Product and activities

- Products to which the partnership plans to contribute: deliverables that the partnership is committing itself to achieve as a direct consequence of its activities. The achievement of the results will influence the attainment of the objective.
- Activities that have to be taken /provided to produce the products: what the partnership must do in order to achieve the products.

4. Indicators, milestones and sources of verification

- objectively verifiable indicators include quantity, quality, target groups, time and place. Good indicators are SMART: Specific, Measurable, Available, Relevant and Time-bound.
 - Process indicators measure the partnering process used to establish the partnership (exploration, building and maintenance components).
 - Output indicators measure products which result from the completion of activities of the partnership.
 - Outcome indicators measure short-term and medium-term effects produced by the partnership, requiring the collective efforts of the partners.
 - Impact indicators measure long-term effects produced by the partnership, directly or indirectly, intended or unintended.
- source of verification: sources providing information that makes it possible to check the indicators
- milestone: a type of indicator which facilitates the measurement of achievements throughout the implementation of the plan

5. Responsible partner, timing and geographic area

- Roles/responsibilities of partners to each product and activity according to the availability expressed
- Region where the partners will implement the activities
- Chronogram for implementation of the activities

6. Planned costs, available resources and unmet needs

- Planned costs that partners think will be needed to implement the work of the partnership
- Available resources that partners/donors can provide to the partnership (cash or in-kind)
- Unmet needs and ways to fill these gaps:
 - in-kind or cash contributions from other potential partners;
 - resource mobilization strategy at country level (e.g. targeting corporate/business sector or network of supporters);
 - inclusion of partnering process and partnership operation in proposals submitted to Global Health Initiatives.

7. Attachments: logical framework, activity schedule, resource schedule

If partners find it useful, they can summarize the information described in the chapters above in a:

- Logical framework summarizing goal, objective/s, products and activities together with indicators, sources of verification and assumptions
- Activity schedule summarizing responsible partner, timing and geographic area
- Resource schedule summarizing planned costs, available resources and unmet needs

Logical framework

| Intervention logic <i>The basic strategy underlying the partnership.</i> | Objectively verifiable indicators <i>Operational description of the goal, objective and products.</i> | Source of verification <i>Where and in what form information on the indicators can be found.</i> | Assumptions (opportunities and threats from SWOT) <i>External factors that affect the implementation of the partnership but lies outside its control.</i> |
|---|---|--|---|
| Goal <i>A superior strategic goal the partnership contributes to.</i> e.g. | Impact indicators <i>Indicators that measure long-term effects produced by the partnership, directly or indirectly, intended or unintended.</i> e.g. | e.g. | |
| Objective <i>The change to which the partnership is committed and which contributes to the achievement of the goal.</i> e.g. | Outcome indicators <i>Indicators that measure short-term and medium-term effects produced by the partnership, requiring the collective efforts of the partners.</i> e.g. | e.g. | e.g. |
| Products <i>Deliverables of the partnership.</i> e.g. | Output indicators <i>Indicators that measure products which result from the completion of activities of the partnership.</i> e.g. | e.g. | e.g. |
| Activities <i>Work tasks to be performed by the partnership.</i> e.g. | Process indicators <i>Indicators that measure the partnering process used to establish the partnership.</i> | e.g. | e.g. |

Vertical logic: what the project intends to do?

Horizontal logic: measurement of the effects and the resources used

Activity schedule

| Activities | Responsible partner | Region | Year 1 | | | | Year 2 | | | |
|--------------|---------------------|----------------------|--------|----|----|----|--------|----|----|----|
| 1. Product | | | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 |
| 1.1 Activity | Partner A | Region X Region Z | | | | | | | | |
| 1.2 Activity | Partner B | Region Y Region W | | | | | | | | |
| 1.3 Activity | Partner A | | | | | | | | | |
| 2. Product | | | | | | | | | | |
| 2.1 Activity | | | | | | | | | | |
| 2.2 Activity | | | | | | | | | | |

Resource schedule

| Activities | Planned costs | Resources available | Unmet needs |
|--------------|---------------|---------------------|-------------|
| 1. Product | | | |
| 1.1 Activity | | | |
| 1.2 Activity | | | |
| 1.3 Activity | | | |
| 2. Product | | | |
| 2.1 Activity | | | |
| 2.2 Activity | | | |