Call for proposal for the development of a guidance on strategic multi-year planning for national immunization programme

Deadline for application: 7th June 2019

Background:

Multi-year plan for national immunization programme is an important tool 1) to set mid/long term objectives and guide the current immunization work toward those objectives; 2) to draw political attention to the immunization by showing the role of immunization in achieving the country’s health sector mid/long term goals and thus secure/advocate for budget space for it; 3) to identify the work priorities for the upcoming 3 to 5 years and to focus the efforts on most strategic interventions and consequently maximise the immunization outcomes with the given resources.

Currently, the most widely used immunization specific planning guidelines and tool is the comprehensive multiyear plan for immunization (cMYP) developed by WHO and UNICEF. This tool proposes a common approach to support countries in developing a 5-year national immunization plan which is accompanied with a tailored cost estimation and fund mapping. It has been used in 84 countries in the last 15 years to support their immunization programmes. According to a worldwide survey conducted in 2016, the cMYP is considered technically sound and useful. However, the tool has important shortcomings: it is rather complex; the development of plans according to proposed steps is quite time consuming. Also, plans developed according to guidelines have difficulty in integrating into the national planning and budgeting instruments, and while aspirational, the country plans have often not been able to strategically guide the use of scarce resources.

On January 25th 2019, a multi-partner meeting on cMYP was held at WHO in Geneva. The meeting concluded that there is need to update the cMYP guidance:

- To guide the development of a 3-5 years mid-term plan which is streamlined, strategic, and closely linked to the national health sector development plan with very high-level estimates of budget needs.
- To be associated with a more detailed annual operational plan, which will describe the concrete actions/activities to implement the strategy and a more accurate budget estimation.
- To propose a functional monitoring and evaluation mechanism which will strengthen the accountability of the mid-term plan holder.
- To support advocacy for resource mobilization both domestically and externally.
- In the long term, the guidance is expected to be used by the country with very limited needs for technical assistance.

Objectives of the present activity

To develop a new guidance for multiyear immunization planning, providing methods and tools for governments to establish mid-long term strategic priorities for immunization within the national health plan, accounting for available skills and resources, and in consideration of country context. The plan will be used to guide strategic discussion, resource mobilisation, as well as the development of annual operational plans and related budgets. The strategic plan will also be used to set up accountability mechanisms and monitoring and evaluation functions.

WHO/EPI is inviting proposals for the performance of the above work by a reputable individual/company.

Requirements:

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1 Matt Macdonald “Rapid Stocktaking and Support to Revising the cMYP”, 2017, unpublished document
• Proven profound knowledge on the key components of the national immunization system, as well as the global recommendations on the improvement of immunization programmes.
• Proven experiences on supporting countries to develop immunization/disease programme/health system multi-year plans.
• Previous experiences in using current comprehensive multi-year plan for immunization (cMYP) approach to develop national immunization plan will be an asset.
• Prior work on developing guidance documents.
• Prior experience in developing a strategic plan will be an asset.
• Good knowledge on the health system and financing mechanism will be an asset.
• Strong writing skills in English as documented by multiple peer-reviewed publications and/or the writing of guidance documents.
• Ability to coordinate and engage with multiple stakeholders to build consensus.
• Strong experience working with WHO and other UN agencies.

**Deliverables at the end of the project:**

• A fully vetted final guidance document\(^2\) and related tools on how to develop a strategic multi-year plan for national immunization programme including among others:
  o Methodology to establish key immunization priorities over the medium-long term within resource constraints, buy-in from key stakeholders
  o Clear guidance on integration of immunization planning process within health planning and country budgeting processes.
  o Links to a UNICEF developed high level costing tool for strategic priorities

Of note: this will include leading partner/regions consultations as well as two in-country pilots

**Timeline and duration:**

• The work is expected to be conducted between June to December 2019. A working draft should be completed by the end of December 2019. However, the concrete full time equivalent (FTE) efforts will be fixed in the final contract.

The proposal and all correspondence and documents shall be prepared and submitted in the English language.

**Place of assignment**

The work is to be done remotely in a location at the discretion of the contractor. Travel and participation in meetings in Geneva as well as missions to LICs and MICs settings will be required.

**Proposal request**

The proposal should be concisely presented and structured to include the following information:

• Curriculum Vitae (CV)
• Description of prior experience in the development of immunization programme strategic plan and other relevant area of work.
• Proposal for guidelines/tools development.
• Cost and FTE estimates for this consultancy work.

The bidder shall submit the complete proposal to WHO in writing no later than 17:00 hrs Geneva time on 7th June 2019, by email, to the following address: xhuang@who.int in copy to kisosos@who.int

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\(^2\) A communication company will be engaged to lead on the editing and the design of the final document.