

**Aide Memoire
Central Asia AIDS Project (CAAP)
Supervision Mission
December 6-14, 2007**

I. Introduction

1. A joint World Bank¹ and UK Department for International Development (DFID)² team visited Almaty, Kazakhstan, Bishkek, Kyrgyz Republic, and Dushanbe, Tajikistan, from December 6-14, 2007 to supervise implementation of the Central Asia AIDS Project in the three countries.
2. The mission worked with the team of the Regional Project Management Unit (RPMU) led by Prof. Tilek Meimanaliev, met with Mr. Bahodir Khakimov, Dty Head, Department of Social and Humanitarian Development, EurAsian Economic Community, and representatives of the Ministry of Health in Tajikistan. During the visit, the World Bank/DFID team also met with representatives of a number of agencies listed in the annex.
3. The mission would like to express its gratitude to Prof. Meimanaliev and the entire RPMU team for their dedicated personal commitment to the Project and the extensive work program carried out since the last supervision mission. The mission also wishes to thank the teams in the World Bank offices in Almaty, Dushanbe and Bishkek for the support provided during the mission.
4. The findings and recommendations of this Aide Memoire are subject to approval by World Bank Management.

II. Summary of Progress Review Findings

5. **Overall implementation progress.** Overall implementation progress has increased over the last short while, however, more needs to be done to further accelerate implementation and particularly, shape the focus of a number of activities to meet the project objectives. Three main areas where further steps and specific action is required for fully satisfactory implementation are as follows:
 - Improvements in the results focus, efficacy and full operationalization of existing collaboration arrangements with key partners for regional coordination and policy work, by means of documented, coordinated workplans and a calendar of joint

¹ The World Bank team included Dorothee Eckertz, Task Team Leader and Operations Officer (ECSHD), Igor Oliynik, ET Consultant (ECSHD), Asel Sargaldakova, Health Specialist (ECSHD), Tamer Rabie, Public Health Specialist (ECSHD), Alberto Gonima, Consultant, (ECSHD), and Elena Karaban, Communications Officer (ECCU8). Nurbek Kurmanaliev, Procurement Specialist (ECSPS), John Ogallo, Senior Financial Management Specialist (ECSPS) carried out fiduciary supervision of the Project in Almaty on October 1, 2007. Yuling Zhou, Senior Procurement Specialist (ESCPS) joined the mission in Almaty on December 10, 2007. Anne Bakilana, Economist (ECSHD) joined the team in Dushanbe on December 12-14, 2007. Anara Tokusheva (ECCU8) in Almaty, Oydin Dyusebaeva (ECCUZ) in Tashkent, Asel Almanbetova (ECCKY) in Bishkek and Viktoria Lebedeva (ECSHD) in Washington, D.C. were responsible for coordinating the arrangements for the mission.

² Natasha Mesko, DFID Regional Health and HIV/AIDS Adviser, and Jason Lane, head of the DFID office in Bishkek, joined the team for meetings in Almaty, Dushanbe and Bishkek.

activities for 2008; and identification and further operationalization of regional technical working groups on key policy areas as specified in the Development Grant Agreement;

- Targeting of at least 60% of Regional AIDS Fund (RAF) resources towards sub-grants for service delivery to specific high-risk groups (Injecting drug users, commercial sex workers, prisoners, migrants, men having sex with men; and PLWHA);
- Improvement of staffing structure, division of labour, internal management and coordination of the RPMU, with clear task assignments for workplan deliverables to individual staff members and task teams and improvement of coordination and supervision efficiency and effectiveness at the regional and national levels.

6. Progress towards the Project Development Objective (PDO). As compared to a year ago, progress has been made towards the revised PDO. However, improvements are needed, mainly regarding programming sufficient funds from the RAF towards activities for specific high-risk groups and to ensure that policy coordination is focused on results and achieving impact. The mission and RPMU team agreed on a number of priority issues, namely the development of TWGs, human resources in focus areas of harm reduction and treatment & care, and strengthening surveillance at the national and regional level, to improve the focus of the policy and regional coordination work aimed at the achievement of tangible results and outcomes towards the PDO. The mission is confident that adherence to the agreed workplan and active sourcing of focused small and grants will enable the Project to function satisfactorily.

7. Disbursements and Commitments under the Project. As of November 30, 2007, a total amount US\$5,770,700 or about 21.5% of the total grant has been disbursed and committed with signed contracts under the Project.

8. Grant Assumption Agreement. The Grant Assumption Agreement was signed by the Eurasian Economic Community (EurAsEc) and a legal opinion satisfactory to the Bank was provided in August 2007, and the Assumption Agreement was declared effective as of August 15, 2007. Therewith all legal documents required for project operation are in place. The mission wishes to acknowledge the efficient cooperation of the RPMU with the EurAsEc and national government institutions to facilitate the timely signature of the Grant Assumption Agreement.

9. Next visit / Mid-Term Review. The next Bank supervision mission, which will be the Project's Mid-term Review, is tentatively planned to take place in June 2008.

III. Key findings and agreements reached during the mission

Component 1. Regional coordination, policy development and capacity building

10. *Electronic Surveillance:* The ES prototype will be implemented in 3 pilot sites in Kazakhstan and the Kyrgyz Republic, including procurement of required hard- and software. A conference to discuss scaling up is planned for October 2008.

11. *Sentinel Surveillance:* Training and field work on SS on 13 sites is close to completion, a significant outcome ahead of schedule. Coverage will be increased

beyond the originally envisaged sites in cooperation with the Global Fund. Clearance to publish SS results shall be obtained from the relevant governments, and financial sustainability of increased surveillance will need further attention by the relevant authorities.

12. *Strengthening the M&E systems and regional database:* A successful regional M&E system cannot be achieved without individually and collectively improving M&E country systems. Hence continued support will be provided to strengthen the national information database system (including CRIS) and regional M&E systems by means of finalizing a taxonomy of services (starting with most-at-risk groups), and with the aim to standardize national indicators, target setting, and national M&E plans across the four countries, allowing to provide information for CARISA, the Central Asia Regional Information System. This web-based database application has been completed and is currently being populated with the help of the CAPACITY Project by the country M&E coordinators and service providers. The formalized M&E technical working groups should lead development of a joint workplan for 2008 including further development of CARISA.

13. *Strengthen laboratory infrastructure:* The mission pointed at the need to regulate and certify laboratory equipment for surveillance in line with international standards and quality assurance. CDC is ready to support these efforts. It is furthermore of utmost importance to quickly solve the problems with licensing of rapid tests in all four countries for point-of-care use eliminating the existing legal hurdles for official delivery of kits so as to not endanger the substantial investment made to establish a surveillance system.

14. *Human resources capacity building:* Planning of training courses in four key areas has proceeded. The mission agreed with the RPMU that the training course contents on Harm Reduction and Treatment and Care will be finalized on a priority basis, and in cooperation with the key partners, namely the DFID-financed CARHAP Project, CEEHRN and AIHA. It was furthermore agreed that CAAP will focus on advocacy work, and cover training needs in Kazakhstan while CARHAP will concentrate on training for NGOs. Training curriculum packages will be peer-reviewed and the training schedule for harm reduction will be planned in close collaboration with CARHAP to ensure full coverage of training needs in Central Asia.

15. *Strategic communication.* The communication campaign for the second grant round has been successful in attracting a large number of proposals. To further improve the results, communication focus needs to shift from quantity to quality for the third grant round, including identification of success stories and review of the media mix. The mission also recommended to change the approach for planned training of journalists given the absence of investigative journalism and its low professionalism in Central Asia, and increase efforts to identify a few key products and topics for the production of focused IEC material in 2008.

16. *Legislation.* CAAP with key partners is working on a package of legislative documents to be finalized by September 2008, and will lead the work with parliamentarians and the four country governments to ensure its implementation.

17. *Regional Technical Working Groups.* The Bank team reviewed the initial draft ToR and composition of technical working groups that should continue their work as outlined in the DGA and as per the country and regional requirements. The key groups comprise TWGs on Parliamentarians, religious leaders, M&E, communication, and regional training courses (harm reduction, treatment & care; youth and migrants). TWGs should have an agreed work program and actively engage in Project programmatic issues.

Component 2. Regional AIDS Fund

18. *First and second round of sub-grant proposals.* The RPMU is closely monitoring implementation of first round grants, and monitoring results will be published on the Project's website. Application procedures have been unified for several small grant programmes currently under implementation in Central Asia. Proposals for the second round have been evaluated, and 46 small grants and 4 large grants, totalling US\$3.6million, have been selected for financing. Grant agreements are currently being negotiated. It was agreed that successful projects could be extended and scaled up by negotiating further coverage with interested grant implementing organizations. Furthermore training of grant recipients will be continued in cooperation with partners and shall focus on managerial aspects of grant implementation.

19. *Third round of grant proposals.* It was agreed that the RPMU would take a proactive approach to source proposals for the third round to start in February 2008, to ensure higher quality and relevant applications. The RPMU will develop a proposal how to structure the third round application and selection process, taking into account lessons learnt from rounds 1 and 2. The mission only agreed to include migrants and refugees into the group of priority recipients who should be allocated at least 60% of RAF funds, if epidemiological evidence can be demonstrated for high-risk behaviour (drug use and unsafe injection practices) of this particular sub-group.

20. *Institutionalization of the Regional AIDS Fund.* The RPMU will develop a concept for institutionalizing the RAF under EurAsEc by January 15, 2008. The structure foresees windows for technical assistance and capacity building, and a funding line for regional large and small grants, plus earmarked funding for specific country activities. The mission emphasized the need to actively promote the RAF with potential financiers for fundraising.

Component 3. Project Management, Monitoring and Evaluation

21. *Project management.* The mission reviewed the annual workplan, budget and procurement plan for 2008. It was agreed that the RPMU will develop initial proposal for the RAF administrative structure under EurAsEc including relevant budgets and staffing by January 15, 2008. The RPMU will also work to reduce administrative expenses to bring them in line with international benchmarks of comparative projects (e.g., GFATM) to ensure sustainability.

22. *Project M&E results framework.* The teams agreed on the details of a revised results framework. Following the Bank's board approval the DGA will be amended to reflect the changes in the PDO and monitoring indicators.

23. *Project Evaluation.* The mission agreed that the RPMU will recruit consulting services for an independent evaluation of the Project in line with international good practice, specifically of the Regional AIDS Fund's impact and its detailed organizational structure, by 15 February, 2008. The evaluation will help to position the Project for fundraising with international donors and support further organizational development and should be finalized by April 30, 2008.

Annex 1: Detailed supervision report and recommendations

Component 1. Regional coordination, policy development and capacity building

24. **Electronic Surveillance (HIV-ES).** The concept note of HIV-ES was prepared by CAAP and CDC and agreed with the MOH of the 4 participating countries, including the Data Acquisition Charts developed to support HIV/AIDS case management work-flow processes and the regional standardization of data relative to: Epidemiological Observation; Laboratory; Clinical Examination; and ART Registration. The HIV-ES System aims to support and monitor ART Case Management and treatment for PLWHA, and to provide online access and computerized tools to perform epidemiological situation assessment, planning and evaluation of activities to control the HIV/AIDS epidemic. The ES will contribute to PDO in the improvement of quality and access to HIV/AIDS information in the region.

25. The following next steps have been agreed:

- The development and implementation of ES prototype in 2008 will include 3 pilot sites in Kazakhstan (Karaganda, Temirtau) and Kyrgyzstan (Bishkek). To complement the IT platform requirements defined by the TA, additional Hardware and Software and connectivity services for the 3 pilot sites should be procured and installed by the Project.
- A final regional conference to review results and agree on implementation strategies to scale up HIV-ES is programmed for **October 2008**. Implementation of the ES application will be followed in Tajikistan and Uzbekistan in selected sites according to priorities defined in coordination with the respective Republican AIDS Centers, and supported by epidemiologic control data.
- It was agreed during the mission that the study tour programmed for October-November 2008 to review existing best practices in HIV-ES in other CIS countries, should be rescheduled to take place at the beginning of 2008 before the International Conference on SS and ES in Bishkek in March 2008, so that participants can share the learning experiences during this event.
- An International Consultant to develop and assist the pilot sites in the implementation of electronic surveillance of HIV and AIDS case management will be hired by **February 15, 2008**.

26. **Sentinel Surveillance (SS):** The training and field work for the strengthening of 3 Sentinel Surveillance sites (Kazakhstan) and implementation of the 10 new Sentinel sites (3 in Kyrgyzstan, 3 in Tajikistan and 4 in Uzbekistan) is close to completion. Testing will be done by February 2008 and all SS reports will be prepared and presented in March in the International SS and ES Conference in Bishkek. The increased SS coverage complemented with 5 additional SS sites being funded by the Global Fund in Uzbekistan, represents more than 60% added SS capacity in the CA region. This is a significant outcome of the project ahead of time as indicated in the targets for 2010 in the Project results framework Component 1.2, and as agreed in the tracking of the CAAP-CDC MOU Progress results.

27. The scheduled SS training seminars conducted during 2007 provided training opportunities to physicians, epidemiologists, laboratory staff, and dispensary physicians, in the carrying out of the Sentinel Surveys and data analysis including the

training of physician-epidemiologists and other technical staff in the use of EPIINFO. Unfortunately the training programmed on EPIINFO software for IT staff to establish technical IT support in the selected SS was very limited due to lack of IT resources in such settings. In addition to computer specialist visits in each country for the duration of the MOU, remote support with the technical assistance from CDC/CAR could be implemented by establishing help desks at the Republican AIDS Centers. This and other possibilities should be considered within the MOU to support the institutionalization of required mechanisms to assure sustainability of the use and operation of the application and the project acquired PCs and peripherals allocated to the 13 SS sites.

28. Governments' reluctance to share the SS results with the international community, may prevent the Project to publish the SS reports in the CAAP website and possibly affecting future implementation of CARISA. Therefore, it is recommended to obtain specific clearance from government authorities. The meetings scheduled in early 2008 with decision makers for CARISA implementation will give the RPMU an opportunity to obtain such authorization before the International Conference of SS and ES (**by March 15, 2008**).

29. The increased SS coverage and additional recurrent costs generated may put at risk the future sustainability of the expanded SS sites at the termination of the Project. Initiatives adopted by some of the CA countries like Kazakhstan of providing funding for SS with their own resources, and Uzbekistan from 2008 will assume full responsibility for carrying out Sentinel Surveys without additional CDC/CAR support, may provide positive examples to be adopted gradually by the other countries. This sustainability issue should be reviewed during Mid-term Review scheduled for June 2008.

30. To support the coordination and logistics of the MOU activities, CDC/CAR requested to the RPMU to budget and select for a period of two and a half years (US\$50,000), the hiring of a program manager. The costs of the program manager will be met by reallocating International TA included in the CDC Foundation budget, given that most of the technical support currently provided by CDC Atlanta to the MOU activities is being funded through GAP-CDC. It was agreed that to support the request, CDC/CAR will prepare and submit to the RPMU by **January 15, 2008** detailed TOR and expected value added to the achievement of MOU objectives.

31. **Strengthening the M&E system at the country and regional level.** The Bank team discussed with the RPMU the need to strengthen the M&E system at the national level thus providing an information platform for the system at the regional level. It should be emphasized that the success of the regional M&E system will only be a product of the strength of the national M&E systems individually and collectively. In practice, this would include improving the national information database systems (including CRIS – Country Response Information System, developed by UNAIDS) as well as mechanisms for data collection and the assessment of M&E unit capacity at the country level. In Tajikistan and Uzbekistan the CAAP has supported M&E specialists for the national co-ordination mechanisms. The arrangements will be continued in 2008, and the lessons learnt from this kind of arrangement will be jointly monitored with the CAPACITY Project in 2008, **by April 30, 2008**. As a next step, M&E units should be established and/or further strengthened to be able to process and

analyze data that is already being collected under the CAAP-CDC MOU. This would include epidemiological information from second generation sentinel surveillance and data on behavioural indicators. National indicators, target settings, and national M&E plans should be standardized across the 4 countries to allow consistency for benchmarking purposes. It is crucial for standardization that a common taxonomy is reached regarding HIV/AIDS prevention, control and curative care in the region. With efficiently functioning national M&E systems data could then be collated and fed into the regional information platform, CARISA, to form an efficient regional M&E system.

32. Taxonomy for HIV/AIDS services. As a part of coordination process involving key stakeholders in the region, the Project drafted a Taxonomy / Classification of Services for Most-at-Risk Groups. The Project has demonstrated much initiative in taking forward the development of this taxonomy with the participation of other regional partners. This is an important step towards harmonising HIV prevention activities across the region and more importantly will assist partners in monitoring service delivery. The RPMU plan to finalise the taxonomy for Most-at-Risk groups in 2008, and will share a step-by-step approach for this and further work for an taxonomy for HIV/AIDS services in general with the Bank by **January 31, 2008**. The mission also recommended that the RPMU establish a virtual Editorial Board that includes representatives from UNAIDS, CARHAP, Capacity, AFEW and GFATM to assist in the finalisation, by no later than **February 29, 2008**. Alongside the development of the taxonomy the RPMU needs to initiate discussions with partners about agreeing on coverage indicators. At present different organisations are using different input and output measures which will not give a clear picture of service coverage.

33. Central Asia Regional Information System on AIDS (CARISA). As previously agreed with CAPACITY Project, the RPMU reprogrammed the contracting of IT Consultants for the development of CARISA software, pending the development and implementation of the National AIDS Information Exchange System and Communication Databases. The application has been completed and is currently being pilot tested in the countries and at regional level by CAPACITY Project. The databases are being populated in each of the 4 countries with the support of the Country M&E coordinators seconded by CAPACITY in the Republican AIDS Centers and other HIV/AIDS service providers. Database structures contain at least 6 of the previously agreed matrixes out of the 12 proposed in CARISA, mainly: i) Organizations (HIV/AIDS service providers & NGOs); ii) Projects (International Agencies and Programs); iii) Grants and funding donors; iv) Consultants database; v) Training and Conferences databases; vi) Library with capacity to upload and store normative documents, national protocols and more; and finally Activities Calendar. The regional web based web enabled application is functional and user friendly and could provide the basic platform required by CARISA.

34. As indicated by CAPACITY representatives, the software could be further developed in coordination with the member countries, CAAP and key partners, to add other functionalities envisioned in CARISA's conceptual framework. The Regional and country platform is hosted by an Internet Service Provider free of charge, according to contractual arrangements made with CAPACITY Project.

With the formalization of the M&E TWG, it is recommended to review and agree with CAPACITY, UNAIDS and other key partners, a joint work plan for CARISA as proposed by the Project for 2008 including:

- Detailed assessment with the assistance of RPMU IT staff, of the Regional Information Exchange web based databases developed by CAPACITY, including agreements on strategies to train and support participating countries in the update, operation and maintenance of their own national AIDS Communications Database at country level as one of the main components of CARISA IT Platform. Country ownership of data and sustainability of the application is critical to the success of CARISA as a regional information exchange platform;
- Conduct proposed country negotiations with high level decision makers to select and establish partnership agreements with national CARISA databases implementing units and to obtain government clearance to publish country specific surveys in Country CARISA's web site. These agreements should be supported with specific TA as the programmed for 2008 for the development of Uzbekistan NCC web-site. The outcomes of this activity will contribute directly to the Project Results Framework Component 1.2 on "number of countries providing data to CARISA";
- Carry out IT platform and Human Resources needs assessment in the selected implementing units, and agreements on resource allocation and IT hardware and software requirements to be procured and funded by the Project and other Three Ones partners;
- As indicated in previous missions, one of the main functionalities of the Country Response Information System (CRIS) developed by UNAIDS, in particular the indicator database, provides countries with a tool for reporting on national follow-up to the UNGASS Declaration of Commitment on HIV/AIDS. Its capacity to store, process and analyze national and oblast indicators and other M&E indicators adopted in the Country M&E Framework is the most appropriate to manage the CARISA's M&E indicators database. UNAIDS and the CA Countries have updated their CRIS for 2007 and will be reporting UNGASS indicators from CRIS database. Appropriate training and onsite support to the maintenance and operation remains critical for country adoption. As part of CARISA work plan, and CAAP – UNAIDS MOU, additional training and retraining to Republican AIDS Centres Staff at national and Oblast level is recommended.

35. Once the regional and country AIDS information exchange platform has been tested and existing databases are fully populated and maintained by the countries, it will be then appropriate to complement additional functionalities required by CARISA, as proposed in the Concept Document. Until this implementing stage is completed, the selection and contracting of IT Consultants would be premature.

36. Certification of Laboratory Equipment. The Bank team clarified to the RPMU that consideration should be given to complete regulatory and certification of laboratory equipment procured under the project for surveillance purposes. Although this may not be an issue to currently focus attention on or address, it is certainly one that will need to be considered throughout the life of the project and beyond.

Certification and re-certification of laboratory equipment is an important activity that should be carried out annually to ensure proper functionality and compliance to international applicable standards. In addition to it being essential as a maintenance tool, it is also important to ensure that standards for safety are adhered to and that quality is maintained through calibration to deliver reliable and valid results.

37. The Bank team discussed this issue with CDC, who reaffirmed its commitment to optimization and quality assurance of laboratory equipment and who has agreed to support the project in this respect. In addition to this, the mission recommends that the RPMU corroborate the certification process in each country, including verifying issues related to periodicity, fee coverage, and country certification regulations.

38. The Bank team suggested to the RPMU that certification and re-certification of laboratory equipment should be re-visited during the Mid-Term Review as part of the sustainability points to be discussed.

39. **Licensing of Rapid Test Kits in CA Countries.** The CAAP project foresees the procurement of rapid HIV test kits for point-of-care use in the four countries. Although this assists in reinforcing the functions of screening and surveillance, it raises some important legal issues that have to be considered and addressed. Many countries classify medical devices, including test kits, based on their level of risk. In the case of rapid HIV tests, some classify them as one of the highest risk category under their Medical Devices Regulations. This is an issue that clearly needs to be discussed with the MOH in each country individually and an agreement reached on their use and therefore licensing in-country. Once licensed, the kits can be officially delivered to the CAAP countries and all measures taken to ensure they are performing properly and are being administered according to best practices, and more importantly that they are being interpreted accurately.

40. The Bank suggests that the RPMU initiates the discussion on the licensing of rapid HIV test kits as soon as possible and refrains from sending these kits to any of the countries who have not yet licensed them for use. This requires urgent attention from the RPSC to be solved immediately so as to not endanger further project implementation of a well-functioning subcomponent with large resource implications. A detailed, dated plan for licensing the kits should be developed by **March 31, 2008**.

41. **Capacity building subcomponent.** The RPMU team proceeded with further planning of training activities within the previously agreed concept of 4 Regional Training Courses (Youth, migrants, treatment and care, and harm reduction). RPMU team conducted negotiations for a MoU with the American International Health Alliance (AIHA) to establish a Training Center on Treatment and Care (similar to the Knowledge Hub in Ukraine). A follow up meeting with AIHA and partners is planned for 21-23 January 2008 in Tashkent. A training manual for a Regional Training Course for youth has been developed by local consultants and was sent for peer-review to local institutions (Kazak Postgraduate Institute of Education) and UNESCO. A training manual for a Regional Training Course for migrants is about to be finalized jointly with IOM TJ by **15 January 2008**.

42. A detailed business plan for the Regional Training Course on harm reduction (HR) has been prepared and 19 training modules for a comprehensive harm reduction training package have been developed. However, taking into account the complex environment and critical lack of a coherent approach among the partners working on harm reduction, the team recommends to revise the CAAP's approach to HR capacity building. A preliminary agreement between CAAP and CARHAP on a coherent approach to HR capacity building in 2008 was reached during the mission. It was discussed that, in 2008, CAAP, using its comparative advantage, will focus on advocacy work with decision makers from state institutions in 4 countries and conduct short training sessions (2 regional and 2 national courses) for governmental authorities using different modules from the comprehensive training package (19 modules). CARHAP will follow their 2008 training schedule focusing on HR trainings for NGOs. CAAP will also contribute to trainings on HR for NGOs in KZ. CAAP, jointly with other partners, will explore opportunities to set up a Harm Reduction Regional Resource and Training Center in KG (using the CEEHRN Knowledge Hub model or another one adapted to local conditions). The key functions of this Centre will be to: i) support ongoing HR training initiatives in the region; ii) institutionalize HR activities in the region, and iii) facilitate coordination between partners.

43. The following next steps were agreed:

- Among all 4 directions for capacity building (Youth, Migrants, Treatment and Care, and Harm Reduction) the highest priority at this stage should go to Harm Reduction and Treatment&Care components. For Treatment & Care, the RPMU needs to finalize negotiations with AIHA, set up a Knowledge Hub on Treatment and Care and start the training program (*by January 31, 2008 finalize negotiations and by February 29, 2008 start training*).
- The Harm Reduction training package that was drafted by the CAAP consultant will be peer-reviewed by CARHAP, AFEW and other relevant partners. Following this and an assessment of KZ NGO needs, CAAP should finalize the detailed workplan for 2008 which will include trainings for NGOs in KZ (based on needs assessment) and regional and country-based training courses (advocacy program for decision makers and medical professionals) in KG, KZ, TJ and UZ. These shall be reflected in MoUs with relevant institutions and Joint working plan between CAAP and CARHAP (*by January 15, 2008*).
- In addition to the training needs outlined above, and as suggested by CARHAP, CAAP jointly with its partners should assess the needs for HR training of midlevel NGOs staff in 4 countries which may not be fully covered at present (*by January 15, 2008*).
- CAAP should discuss with governmental partners' organizations (Center for Development of Health Care and Kyrgyz Postgraduate Medical Institute) partnership arrangements with NGOs for HR capacity building cooperation (*by January 15, 2008*).
- CAAP should contact CEEHRN Knowledge Hub and other partners to finalize the development of a detailed model for a Harm Reduction Regional Resource and Training Center. The model should be presented to partners *by February 15, 2008*.
- Presentation of the agreed training concept to key stakeholders in a seminar / workshop by *March 31, 2008*.

- Trainings on Youth and Migrants should be started after the revision of training materials in Q2 2008 as a second step, after having launched the training courses on Harm Reduction and Treatment and Care.
- Training modules on Youth will be sent for peer-review to UNICEF KZ office.

44. Strategic Communication. Most of the recommendations made by the February 2007 mission were implemented, however, there were some delays in implementation of selected activities, and some of the activities were not implemented (i.e., new PR specialist/assistant to the Communications Coordinator and Strategist was not hired, trainings for journalists did not take place as planned). The following major results should be noted: (i) Implementation of a comprehensive CAAP Communications Strategy in 2007 ensured greater visibility of the project and its activities in mass media and among key stakeholders. (ii) New website launched on June 1, 2007 with appealing design and comprehensive content; which is regularly updated and attracts a growing number of visitors. (iii) A list of journalists writing about HIV/AIDS and related issues from four participating countries was compiled and used for dissemination of press releases and announcements (currently 92 email addresses). (iv) Information campaign for Second RAF Grant Round resulted in a noticeable increase in the number of grant applications in all four countries. (v) CAAP contact database was regularly updated with new contacts and currently has over 300 entries, including mass media, government, international and non-governmental organizations. These achievements need to be sustained and further strengthened in 2008, and the following recommendations should help make communications more focused and effective.

45. Recommendations and Agreements:

- A comprehensive CAAP Communications strategy for calendar year 2008 should be designed in consultations with other partners. Prior mapping of “who is doing what” in the area of information dissemination and communications on HIV/AIDS should be carried out on the national level in four countries. The CAAP Communications Strategy need to be more focused and selective to allow achieve visible results (by *February 15, 2008*)
- Focus in communications needs to shift from quantity to quality. It is good to have press releases regularly for dissemination, placement on the website, and other uses, however, mass media quickly get tired of numerous pieces of information which lack focus and do not always have news or other information ground. It is recommended to select one, two or three key products (events, publications, etc.) in calendar 2008, and concentrate major communications efforts around those strategically selected products.
- Given the situation with mass media in Central Asia (complete absence of investigative journalism; low level of professionalism; and the fact that the majority of all materials are paid for, which completely undermines the essence of journalism as a profession, and eliminates any motivation among journalists), it is recommended for CAAP to reconsider its work with mass media. Since tools such as training and competitions for journalists do not always prove to be effective, it is important to try some innovative mechanisms, e.g. press tours to project sites, informal breakfasts/coffee with editors-in-chief of major mass media agencies to

be organized with the CAAP Executive Director, etc. The Bank team therefore encouraged the RPMU to reallocate funds earmarked for the training of journalists to the production of focused IEC materials, such as videoclips and radiospots with specific project-supporting messages, instead. RPMU should prepare a plan for key IEC material production **by February 29, 2008.**

- With the first two rounds of RAF Grant program under implementation it is important to collect success stories demonstrating results and impact of the projects funded by RAF. Such success stories should be published on the website and disseminated during various events. Grant winners should be requested to submit final reports on their projects where quantitative and qualitative results are specified, and Communications Coordinator together with the Component 2 Coordinator should identify best projects for press tours, success stories, etc.
- Information campaign for the 3rd RAF Grant Round needs to build on the success of the 2nd round and take into account lessons learnt. It is recommended to better target the information campaign, using more radio, newspapers, and Internet; and less TV. To measure the dissemination effectiveness of each information channel, it is recommended to include in the next round a mini-survey where applicants will be asked to name the channel where they received information about grant program, as well as their preferred channel for receiving such information. This data will help better plan information campaigns for future rounds of RAF Grant program. In addition to using mass media, other tools should also be used which could be less expensive and more effective (i.e., flyer on grant program in Russian and national languages, face-to-face seminars for potential applicants, etc.)
- Outreach to private sector companies should be strengthened, starting from Kazakhstan and gradually continuing in other countries. In Kazakhstan, the theme of corporate social responsibility (CSR) is becoming very popular, and is supported by both private sector and the government. A working group on CSR has been established by the American Chamber of Commerce and has monthly meetings in Almaty. Many national and foreign companies establish corporate foundations to implement social projects, and it is important to inform them about the situation with HIV/AIDS in the region, and encourage them to participate in related projects and programs. In addition to AmCham, it is recommended to set up relations with the Forum of Entrepreneurs of Kazakhstan, Foreign Investors' Council, corporate foundations established by the private banks and corporations (Kus Zholy, Seimar, K-Cell, Keleshek Kazakhstan, etc.). This will provide additional outreach in the short-run, but more importantly, it will help ensure RAF sustainability in the long-run.
- It is recommended again to consider hiring PR specialist/assistant to the Communications Coordinator and Strategist. The assistant could handle a lot of routine tasks, such as website maintenance, media monitoring, invitation of mass media, etc., which in turn will allow Communications Coordinator and Strategist to spend more time on strategic communications. An alternative could be some functional redistribution of responsibilities among RMPU staff, so that some routine tasks could be transferred from the Communications Coordinator and Strategist to other team members (i.e. office manager, IT specialist, etc. who could handle compilation of monthly reports, dissemination of invitations, and other routine tasks).
- Issue of English translation needs to be addressed, since CAAP produces materials and maintains website in two languages. Currently translations are done on an ad-hoc basis, and are often not of adequate quality nor timely. It is recommended to

either hire a professional interpreter or use the services of selected and pre-tested freelance interpreters who know the relevant terminology and could handle both written and oral translations.

- Internal communications within the RPMU and with the national offices should be improved. The introduction of “online office” could be helpful, but needs to be accompanied by overall streamlining and simplification of communications processes and procedures adopted by the RPMU. It is recommended to ensure a clear division of responsibilities among RPMU staff. This will not only help to improve internal communications, but will also facilitate speaking in one voice with key partners, such as GFATM, USAID, DFID, UNAIDS, CAPACITY, CDC, etc. It is also recommended to have clear and well-grounded reporting lines within the RPMU. For example, as the Communications Coordinator and Strategist is responsible for overall CAAP communications, he should work closely with Coordinators of Components and National Coordinators, and report directly to the Executive Director.

46. **Legislation.** CARHAP, AFEW, CAPACITY are currently supporting the working groups in Central Asia to create an enabling environment for addressing injecting drug use in the region. A package of various legislative documents, including revised standards for work with IDUs, training curricula and job descriptions for staff will be prepared by September 2008. CAAP is well positioned to take this forward with the Parliaments and Governments in the four CA countries to ensure timely approval and implementation of proposed legislative changes. This will require preparatory work of the RPMU with relevant policy makers in all four countries on sensitizing and creating a favourable environment. The next step for the RPMU will be a detailed discussion with both international and then national partners in order to be able to identify specific activities which should be undertaken **prior to September 2008** at the country level to ensure readiness for implementation. NGOs’ role in implementation should be considered. The CAAP team should arrange for a meeting with the key partners **by February 22, 2008** to move the agenda forward and develop a clear joint workplan for 2008.

47. **Religious Leaders.** Implementation of the MoU/Project Document agreement with UNDP envisaged the cooperation on activities targeting religious leaders during 2007. Another area for cooperation is activities for migrants. The RPMU and UNDP should review the results of joint activities for those two groups under Component 1 in 2007 and agree on the 2008 workplan, if cooperation is being continued in this area, **by January 31, 2008**.

48. **Regional Technical Working Groups.** Technical working groups have been formed to involve government and technical experts from all beneficiary countries in policy and programmatic discussions related to HIV/AIDS. The Bank and RPMU teams agreed that operationalization of regional technical working groups (RTWGs) on key policy areas as specified in the Development Grant Agreement is required. Some RTWGs that were established during project preparation with the have been discontinued during project implementation, while other, new Regional Technical Working Groups (TWGs) were formed. Currently the following working groups are in place: (i) Parliamentarians, (ii) Religious Leaders, (iii) Monitoring and Evaluation, and (iv) 4 TWGs on Regional Training Courses (Harm Reduction, Treatment & Care, Youth, and Migrants). The mission team reviewed the draft ToR and workprogram of

the TWGs on Regional Training, Religious leaders and Parliamentarians, and recommended that the ToR shall clearly describe the policy focus and meeting arrangements for the RTWGs. It is also important that TWGs' membership is managed flexibly depending on the TWG's tasks. ToR for the M&E TWG is under preparation, and a Regional TWG on Communication is under consideration.

49. The mission considers the continuous involvement of the TWGs a key requirement to ensure the full engagement of all countries in the policy making and coordination process as well as for institutional capacity building and knowledge transfer. The mission therefore recommends to finalize Draft ToRs, Lists and work programmes ensuring a clear policy focus on core strategic directions, appropriate composition of TWGs which should include both political and technical members, and outline meeting arrangements for the RTWGs **by January 31, 2008**. (Re)-constitution of key RTWGs as described in the DGA with appropriate expertise and Terms of Reference should result in a work programme agreement for key policy and technical areas for 2008.

Component 2 Regional AIDS Fund

50. Overall implementation progress is moderately satisfactory. The Bank team wishes to acknowledge the efforts of the RPMU for timely implementation of the second grant round as previously agreed, and the considerable improvement in managing the grant processes following the visit of a World Bank consultant in May 2007. The arrival of the new Component 2 coordinator to the RPMU team in May 2007 has provided the RPMU with the necessary leadership for this grant program for which almost two thirds of the Project budget are allocated. However, more needs to be done to channel at least 60% of the resources to specific high-risk groups, one key recommendation of the February and October 2007 visits.

51. First Round of Sub-Project Proposals. Sub-projects approved during the first grant round are now under implementation. There was a considerable delay in the first disbursements to small sub-project proposals mainly due to the time it took to reach agreement with UNDP for fiduciary support in the four countries. Disbursement rates have improved for large grants. One large sub-project proposal for US\$1.5 million was cancelled as of October 1, 2007 due to a lack of institutional capacity and failure to provide required grant documentation even after the provision of specific technical assistant through a consultant hired by the Project over several weeks. The RPMU team and national coordinators are actively monitoring implementation. The monitoring reports should be published on the website in order to aid transparency. Publication, and at least quarterly summary updates on implementation progress, shall be effected **by at latest January 15, 2008**.

52. Second Round of Sub-Project Proposals. A significantly larger number of sub-project proposals were submitted for the second round of the RAF reflecting the work that the RPMU has put into developing the communication campaign and simplifying the registration process. The evaluation process for small sub-project proposals (less than \$50,000) is now complete. Forty-six small sub-project proposals have been selected to receive funding (Kazakhstan 9, Kyrgyz Republic 8, and Uzbekistan 29) representing a total value of almost \$1,1million. Final approval of the grant selection

for Tajikistan from the 18 recommended grants is pending revisions in the awards to bring the funding above the country allocation in line with the 60% target for high-risk groups. First disbursements are expected in the week of January 1, 2008. There has been some delay in the disbursement given the delayed provision of the FWA to the Bank for review and closure of the UNDP office for the annual accounts. As a general principle, it was reaffirmed that RPMU will provide the Bank with a summary evaluation report with an overview of all small grant recipients for No Objection prior to signing the grant agreements.

53. Eighteen regional grants (more than US\$50,000) were received and evaluated by December 15, 2007, with subsequent negotiations with grant recipients to be finalized by January 25, 2008; RPSC approval obtained **by January 28, 2008** followed by NOB from the World Bank and signature of grant agreements be finalized **by February 11, 2008**. A number of organisations had submitted two or more large grants and if they are approved the RPMU should consider that the proposals are merged into one administrative grant agreement to reduce the transaction costs on both sides.

54. Discussions were had about conflicts of interest and existing grant eligibility criteria. It is important that the eligibility criteria are clearly defined during the communication campaign and reflected in the Frequently Asked Questions section of the website. In particular, the eligibility criteria for international organisations need to be clarified and emphasised. Currently it is possible for international NGOs and other international organizations to apply for grants in cooperation with regional organizations, provided that such grant requests do not finance the overhead costs of the international NGO or organization for implementation of the subproject.

55. The February and October 2007 World Bank mission team had agreed that 60% of overall funds are allocated to high-risk groups (specifically IDUs, CSWs, prisoners, and PLWHA). This target is not being met for all countries and is well below 60% for the regional grants. With only 2 grants rounds left before the project ends the RPMU team need to consider if the grant process needs to be changed in order to have a greater impact on the epidemic. At the moment there is a good demand for small grants with a number of innovative activities being funded but the majority of the project proposals budgets are less than US\$20,000 and will not reach the scale necessary in order to have an impact on the epidemic. The small grants are not attracting applications from organisations that are already delivering harm reduction services in the region. There are very few applications from the private sector. The large sub-project proposals tend to attract fewer applicants and as is noted above are not reaching the 60% allocation target to high-risk groups. The Mission recommended that applications be pro-actively sourced from organisations and offering additional technical assistance to these organisations to ensure that they submit applications that are innovative and at the cutting edge of HIV prevention to ensure that greater impact is achieved. This may involve a process of pro-actively matching grant applicants at the Letter of Intent stage to increase the number of in-country and cross-regional partnerships. The process should also involve actively approaching current grant implementers to scale-up ongoing grants with existing projects.

56. The mission agreed to add migrants and refugees to the above-mentioned high-risk groups to which 60% of the funds should be allocated, subject to the RPMU

collating and sharing with the Bank the epidemiological evidence-base that these groups are high-risk (drug use and unsafe injection practices) prior to grant awards.

57. The Bank team requests the RPMU to review the issue and provide suggestions for increasing attractiveness of the grant programme and further simplifying the process for grant applications to attract the interest of suitable grant implementers and consortia, particularly from the Central Asia region. In view of this and other review and preparation needs for Round 3, it is suggested to contract qualified technical assistance to support the RPMU with the review. The RPMU should provide a proposal and dated action plan for adapting the process and documents **by January 15, 2008**

58. **Grant management, monitoring and supervision arrangements.** The unified grant application process, or concept note is a good example of harmonisation with other regional partners. Efforts still need to be made in coordinating the timing of grant rounds and evaluation. It was recommended that the large sub-project proposal grant process is amended so that the following the evaluation by the RTEC, the RPMU then negotiates grant agreements, seeks agreement from the RPSC agrees and then sends to the WB for no-objection.

59. Country allocations have been adhered to for the second round. It was agreed that if good sub-project proposals exist in excess of the country allocation, then these projects could be approved as long as at least 60% of overall funds for small grants in the country have been allocated to the specified high-risk groups for Round 2.

60. The RPMU has made an effort to ensure that NTEC and RTEC have received technical briefing outlining the epidemiology of the region and activities of other partners in order to make evidence based decisions about priority interventions across the countries. However more work needs to be done among the existing grant programmes (GFATM, CAAP, CARHAP) to ensure adequate service coverage of high-risk groups in Central Asia. Clear rotation mechanisms are in place for the regional and national evaluation committee members but more attention needs to be given to potential conflicts of interest. It was agreed that UNAIDS' position on the RPSC and the RTEC are presenting a conflict of interest and the Bank, RPMU and UNAIDS agreed that UNAIDS would be replaced by another international agency – WHO – on the RTEC from the next grant round.

61. **Training of grant recipients.** The RPMU continues to train grant recipients in developing project proposals and once effective in financial management in cooperation with the IDF grant team and CAPACITY. However, different needs arise during the implementation of grants and the RPMU should conduct a training needs assessment and discuss design and implementation with partners - GFATM, CAPACITY, CARHAP, IDF grant team - and develop a joint training plan. Training should also be less rules-based targeting specific requirements of donors and more management-oriented to strengthen the general capacity of grant recipients, for example through case studies and on-the-job training. There are approximately US\$60,000 in savings under the World Bank-financed IDF grant to strengthen project and financial management, which can be used for additional training activities before October 2008. The RPMU, IDF grant recipient and CAPACITY should therefore meet before **January 15, 2007** to agree on the use of these funds for further training

for grant preparation, and even more importantly, grant implementation soon after the start of small sub-grants financed from Round 2, which is expected for mid-January 2008.

62. Institutionalization of the Regional AIDS Fund. Initial steps have been taken to advance institutionalising the RAF. A concept note has been developed which envisages the RAF as international legal entity under EurAsSec as its host, a small secretariat of no more than 6 staff for management and fundraising, and a lean management structure for implementation in the beneficiary countries. The Regional AIDS Fund as such would have two elements: one financing window for technical assistance and capacity building support for priority areas such as human resources development, training and policy coordination (similar to the current Component 1), and a fund for financing specific regional and country-based grants. This window may also, at a later stage, include earmarked funding available to support specific country financing needs, but this requires further thinking as well as intensive fundraising efforts from external sources. A prerequisite for successful establishment of the RAF is a simple and sound design together with concentrating on two key financing windows – regional large and small grants - for a start. Overly complex institutional structures or product lines, such as the addition of specific national funds in the beginning, will endanger the establishment of the fund as the difficulties with starting up this Regional Project have demonstrated. Therefore the Bank urges the RPMU and EurAsEc to concentrate on essential elements of the fund which have proven to work in the current Project, rather than designing a non-viable institution which will neither be able to raise funds nor have an impact on the HIV/AIDS epidemic.

63. A key challenge will be to secure a legal framework which facilitates the operation of the RAF in this context by the end of 2008. A key step in this process will be to demonstrate that the RAF can attract additional funding, such as from the private sector and international financiers. The RPMU has initiated discussions of National AIDS Funds in the Parliamentary hearings of the respective countries. The mission repeated its earlier recommendation that the project team focus on the delivery and impact of the existing RAF, attracting additional funding and its institutionalisation over and above the establishment of National AIDS Funds.

64. A detailed concept paper outlining objectives, options for organizational structure and management of the RAF and dated steps for institutionalization by end of 2008 will be elaborated and shared with the Bank **by January 15, 2008** for discussion and subsequently with the countries and EurAsEc. The future design of the Regional AIDS Fund should be a key component of the external evaluation (see below) and should be supported by experienced international consultants and in a participatory approach with the beneficiaries. The mission therefore recommends as part of the external evaluation to recruit a consultant in early 2008 to support EurAsEc in the process (see para. 79 below).

65. Timelines for Second Grant Round Large Sub-Project Proposals

Large Sub-Project Proposals	
19th November – 15th December 2007	RTEC evaluation
15th December 2007 – 25th January 2008	Proposals negotiated
28th January 2008	RPSC approves
4 th February 2008	Receive no-objection from World Bank

11th February 2008	Contracts signed
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66. Timetable for Third Grant Round

	Small Sub-Project Proposals Start / End	Large Sub-Project Proposals Start / End
Information campaign	25/02/08 – 24/03/08	25/02/08-24/03/08
Application screening	24/03/08 – 14/04/08	24/03/08-21/04/08
Proposal preparation	14/04/08-12/05/08	21/04/08-02/06/08
Submission of sub-grant proposals	12/05/08-19/05/08	02/06/08-09/06/08
Technical assessment	19/05/08-01/07/08	09/06/08-11/08/08
Sub-grant approval	01/07/08-12/07/08	11/08/08-10/09/08
Contracting	12/07/08-06/08/08	10/09/08-10/10/08
Implementation	06/08/08-06/08/09	10/10/08-10/03/10
Evaluation	06/08/09-05/09/09	10/03/10-10/04/10

Component 3 Project Management and Monitoring & Evaluation

67. The RPMU has implemented a large number of activities during 2007 to advance the work programme of this complex regional project. Coordination of such projects requires very close cooperation within the project management unit and among the project partners, which is not always an easy task. The mission team wishes to acknowledge the great dedication of the RPMU staff and improvements made with clarifying the structures and procedures of Regional AIDS Fund operation as well as the effort to improve coordination with key partners.

68. **Annual Work Plan, Procurement Plan and Budget for 2008.** The draft Annual Work Plan for 2008 and the revised procurement plan were shared and reviewed during the mission and found acceptable. The RPMU will include the link of activities in the PIP with a specific objective(s) in the Project's revised results framework and indicate key partners for individual activities to show linkages with other programmes and facilitate coordination. The final AWP with this information based on the mission discussions will be provided to the Bank by **January 15, 2008**. The final draft procurement plan will be shared with the Bank for NOB and subsequent publication by the same date. The RPMU also provided the draft budget for 2008. The mission noted that administrative expenditure continues to be above the benchmark for similar projects and therefore must be reduced. The mission also pointed out that a reallocation from the "unallocated" expenditure category to "operating costs" requires the Bank's prior approval and awaits a detailed plan how operating costs can be reduced as described below, by **January 21, 2008**. The Bank team also requested that the RPMU shares the updated, detailed 2008 workplans developed under MoUs with its key partners for the Bank's review by **January 31, 2008**.

69. **Negotiations for the updated agreement for fiduciary services** with UNDP have been finalized later than expected and the Bank was provided with the revised agreement at the beginning of December. In general, the agreement is acceptable to the Bank and it will be forwarded to increase the allocation of the Advance payment to US\$600,000. However, the mission recommends to review the division of

procurement responsibilities between UNDP (for country based procurement) and the RPMU (for regional procurement) to ensure that only procurement that cannot be done at the regional level is being carried out at the country level. The RPMU should review this point with UNDP and inform the Bank of the decisions **by January 21, 2007**.

70. RPMU internal organization and communication. Following up on the recommendations of the October 2007 visit, the RPMU organized the thematic work under Components 1 and 2 in task clusters, with the lead responsibility for such cluster work and agreed outputs being given to the component coordinators. Similar arrangements should be elaborated for Component 3, on overall project management and Project M&E. Specific, task-oriented responsibilities should be documented and shared with all RPMU members for information and coordination. The cluster leaders would be responsible for external communication with partners to avoid the multiple and un-coordinated contacts of RPMU staff with partner institutions that reportedly occurred in the past.

71. Review of staffing needs to support project implementation and monitoring particularly of the RAF. The mission noted that staff capacities for component 2 need to be increased to provide adequate support and monitoring for the growing number of grants. At the same time, staff needs for Component 1 are gradually decreasing as a number of tasks have already been implemented over the last two years and the focus is expected to more and more shift to monitoring and implementation supervision rather than resource-intensive design. The mission therefore recommends to review and adapt the ToR of RPMU staff to reflect the different needs of each component in the preparation of the institutionalization of the Regional AIDS Fund. In parallel the country-based management and supervision structures should be reviewed to ensure that the National Coordinators do have access to the necessary monitoring and management support. The RPMU should review the staffing structure, reorganization needs and HR requirements and provide a proposal to the Bank on the 2008 staffing structure by **January 31, 2008**

72. Reduction of administrative costs to bring the project in line with benchmarks for similar operations. The mission also noted its concern about the high administrative costs for project management and operation, which need to be reduced for a more cost-effective implementation of the project and its sustainability beyond the end of Bank funding. To this end the mission suggests that workflows and particularly travel and transport arrangements (including use of the project car) and in-person meetings / round table arrangements be reviewed and be conducted by videoconference whenever possible. Relevant parts of the POM, the training plan and meeting schedule should be updated accordingly **by January 21, 2008**. Until the VC equipment procured from project funds is operational in the first quarter of 2008, the Project can be given access to the Bank's facilities with advance planning.

73. National and regional meetings and events. The mission team discussed the 2008 meeting and training schedule in a joint meeting with the RPMU and partners. It was recommended that more long-term planning of regional events should be pursued, and all partners agreed that Project meetings should be coordinated with other regional events to minimize the burden and costs to participants and organizers. A meeting schedule for 2008 has been developed and the partners will aim to further

to combine planned events. However, in some cases the combination may not be possible for visa and location reasons. To ease this limitation the RPMU should lobby with the RPSC to work towards simplified visa schemes for conference and training participants.

74. The mission noted the laudable efforts of the RPMU to share minutes of key meeting with the Bank team and partners in a timely manner which should be continued and further focused to enable more tangible, agreed and results-oriented follow-up action that would guide the RPMU relationship with its partners. One key event which needs further shaping is the Annual Partnership Forum, whose content and format needs to be revised to consider 'thematic' Partnership Forums that form part of other regional events as well as a larger target audience including grant beneficiaries, civil society representatives and the business community.

75. **RPMU salaries, fees and benefits:** The RPMU is in the process of conducting its annual staff performance evaluation for 2007 against the agreed workplan, agreements on 2008 performance objectives for all staff members and provide the Bank with the evaluation results by **December 15, 2007** to enable timely extension of contracts for 2008. The draft contracts will also be shared with the Bank before signature. It was furthermore discussed that national staff salaries will be paid in line with the existing national regulations established by the respective country authorities (MinFin) for project implementation staff of World Bank-financed projects. The World Bank has already agreed to increase the housing allowance for RPMU staff in Almaty from US\$900 to US\$1200, but repeated its recommendation that the RPMU must adopt an established system for remuneration and benefits in line with regional standards that would allow for a market-based pay scheme for regional project staff. The RPMU should also develop a six month rolling training plan to support staff development in key focal areas as well as to facilitate planning of training seminars and events. Such a plan will be prepared by **January 21, 2008**. No further training or study tours will be approved until the training plan has been provided..

76. **Review of project documentation.** The RPMU will review the POM and Regional AIDS Fund documentation to incorporate the recommendations of the mission by **December 31, 2007**. The RPMU also suggested that the PAD should be updated to provide the RPMU and external partners with a clear summary document about the Project reflecting the status quo and future plans, a proposal to which the Bank team agreed. The RPMU will therefore take all necessary steps to elaborate a revised and updated document following the PAD structure and comprising a clear regional strategy framework, description of results-oriented activities and implementation arrangements by [**RPMU to provide date**].

77. **Project Results Framework.** The teams agreed on the final revised results framework attached in Annex 2. Further work will need to be done to guide data collection and evaluation. To this end a specific schedule for qualitative and quantitative surveys and impact studies, and an M&E handbook will be elaborated with the help of the Bank team and Gamet. The Bank furthermore proposed to established a contact between the RPMU and the PIU of the Moldova AIDS Control Project which has successfully conducted a number of impact studies surveys. The revised framework will be presented to the Bank's Board of Directors for approval prior to an amendment of the grant agreement.

78. **RPMU deliverables for 2008 and technical assistance of GAMET:** The following GAMET deliverables and the respective timeline were agreed with RPMU's representatives

Deliverable	Deadline
1. Project Results Framework finalized	Dec 2007
2. Project M&E Guidelines developed	Feb 2008
4. M&E workshops for sub-grantees	March 2008, May 2008

79. **External Evaluation of Regional AIDS Fund and Project Impact.** The project aims to establish the Regional AIDS Fund as a viable and sustainable institution in the region beyond the lifetime of the project which will also attract funding from external sources. The mission therefore recommends that the RPMU conducts an independent external evaluation of its programme in line with international good practice. This should include a thorough analysis of the existing grant mechanism as is suggested above. Such international expertise would ensure potential external donors and financiers of a sound programmatic and institutional framework for providing their resources to the RAF in Central Asia. The Mission team have agreed to assist the RPMU in developing a ToR and in providing example of other external evaluations. It is therefore recommended that the RPMU prepares ToR for an external evaluation by **January 15, 2007** and initiates recruitment of consultants after receiving the Bank's NOB. Qualified consultants should be recruited by mid-February 2008, and the assignment is envisaged to finish by **April 30, 2008**.

80. **Further consulting needs.** In addition to the above-mentioned external evaluation, the RPMU would benefit from further technical assistance for shaping the grant process and information campaign in the run-up to the third grant round. Furthermore, technical assistance should be recruited to shape the organizational structure of the management arrangements for the RAF.

Financial Management

81. **Project Accounting System.** The RPMU has implemented most of the actions agreed during the February 2007 mission, and project accounting records are now up to date, and all financial transactions are posted into the accounting system in a timely manner. The accounting system produces reliable quarterly reports (FMRs) and these have been submitted to the Bank regularly although with some delay. It was agreed that in future the quarterly FMRs will be submitted to the Bank electronically by the due dates.

82. **Budgeting.** The mission noted that, though the 2007 budget was approved by the Regional Steering Committee (RSC) it was not programmed and entered into the accounting system by quarters, resulting into large variances being reflected in the FMRs. It was agreed that the RPMU would program the budget by quarters, based on procurement plans, to facilitate comparison with actual performance as part of the quarterly reporting.

83. Financial Reporting. As noted above the RPMU now submits the quarterly FMRs on a regular basis, although with some delay. For example, FMRs for the second quarter ended June 30, 2007 had not been submitted to the Bank although they were ready and were provided to the mission. It was further noted that the reports did not include brief narratives to explain the large variances between budgeted and actual performance. The mission noted that the large variances were due to comparing quarterly actual performance against annual budget figures, as the budget had not been programmed by quarters. It was agreed that the RPMU would program the budgets by quarters, based on procurement plans, and that quarterly reports would be submitted to the Bank electronically by the due dates.

84. External Audit. After considerable delay, caused by botched procurement process, the first audit report for the period from effectiveness to December 31, 2006, was received on October 4, 2007. The audit opinion was unqualified, but the auditor raised a number of internal control issues in the Management Letter. Following the review of the audit report a detailed letter was sent to the RPMU asking for a time-bound action plan for resolving the issues raised in the Management Letter. The RPMU has up to October 31, 2007 to submit the action plan. It is noted that the contract with the audit firm was signed for a five year period and it is expected that, in future, annual audits would be conducted on time with the audit reports being submitted to the Bank by the due date as specified in the financing agreements.

85. Country-level fiduciary arrangements. Although the RPMU entered into a contractual agreement with the UNDP to provide country-level fiduciary support there have been some issues with the flow of funds. Due to internal system constraints the UNDP has not been able to submit statements of expenditure in a timely manner, with consequent delays in replenishing the advance account. The initial contract set the advance account at US\$400,000, with the expectation that this would be replenished on a regular basis. However, it emerged that the UNDP, due to their own systems, blocks an average of about US\$200,000 against contracts signed but not yet serviced, thus reducing the amount available for other activities. It was suggested that the UNDP could increase the turnover of replenishments, but this is not possible as the UNDP can only submit statements of expenditures, required for such replenishment, on a monthly basis. As a result the UNDP had requested for an increase in the advance amount, a request that was not adequately justified, although the RPMU was willing to consider an increase of up to a limit of \$500,000. It also emerged that the UNDP was in the process of amending the contract, which would significantly alter the flow of funds mechanism contained in the original contract. The mission was unable to obtain a copy of the proposed amended contract, which is expected to be discussed and finalized by November 2007. It was agreed that the draft amendment to the contract would be submitted to the Bank for review prior to its finalization and signing.

86. Grant management. The mission was informed that the RPMU has signed a total of 38 small grants, with a sum of US\$513,200, out of which only about US\$230,000 had been disbursed. There was a further disbursement of about US\$503,000 for large grants against approved amount totaling about US\$4m. Most of the large grant recipients had not started submitting their reports in accordance with the framework agreements. The RPMU had also not carried out the due diligence of the large grants

as was agreed during the February 2007 mission. It was agreed that the RPMU would conduct the due diligence in early November 2007.

87. Transaction review. The mission reviewed a sample of transactions to confirm the operation of the internal control mechanism, and to determine whether all expenditures incurred by the RPMU are eligible for financing under the financing agreement. All the expenditures selected for review were found to be eligible, were fully authorized and the related supporting documents available. The mission noted, however, that the RPMU has not been paying housing allowance in accordance with the contracts. The RPMU adopted a practice whereby payment of housing allowance is made directly to landlords in accordance with the rent contracts between the RPMU staff and their landlords. This means that, where the rent amounts were less than the employee's entitlement only the rent amount was paid, but where the rent amount was higher than the entitlement the employees met the difference from their own sources. The result is that the arrangement deprived the employees of their benefit in cases where they were able to negotiate lower rent amounts than their entitlement. The mission noted that the practice is in contradiction with the contracts signed with staff and should be stopped. Eligible RPMU staff should receive their housing allowance through the payroll, based on the ceilings stipulated in their contracts. The employees would then sort out the rent payments directly with their landlords without the involvement of the RPMU.

Procurement

88. Procurement Plan (2008): The mission discussed a draft Procurement Plan in detail with the RPMU and provided comments. It was agreed that the RPMU will revise the Procurement Plan accordingly and then update it in line with the Annual Work Plan that is being finalized. The updated Procurement Plan will then be submitted to the Bank for review and no-objection by **January 15, 2008**, followed by publication & disclosure.

89. Contract Award Publication: The mission reiterated the importance of timely publication of contract award information in line with the Bank Guidelines. In addition, considering that CAAP is a regional project with many stakeholders involved, to achieve a higher and more desirable level of transparency and disclosure, it was also agreed that the information for contracts awarded for individual consultants and through Shopping procedures will be published on the CAAP project web site on a quarterly basis. In summary, the following arrangements were clarified, reconfirmed or agreed:

- For consultant contracts awarded through QCBS/QBS/FBS/LCS method, the publication should be done in UNDB and dgMarket as well as in the CAAP project web site, following the procedures provided in the paragraphs 2.28 and 2.29 of the Bank Consultant Guidelines.
- For consultant contracts awarded following CQS and SSS methods, the publication should be done in UNDB and dgMarket as well as in the CAAP project web site, on a quarterly basis following the procedures in paragraphs 3.8 and 3.13 of the Bank Consultant Guidelines.

- For individual consultant contracts, the publication should be done in the CAAP project web site on a quarterly basis by a table indicating the following information: name of individual, description of assignment, selection method, contract amount, duration of assignment.
- For goods contracts awarded through ICB method, the publication should be done in UNDB and dgMarket as well as in the CAAP project web site, following the procedures provided in the paragraphs 2.60 and 2.65 of the Bank Procurement Guidelines.
- For goods contract awarded through Shopping method, the publication should be done in the CAAP project web site, on a quarterly basis by a summarized table indicating the following information: description of goods, procurement method (i.e., Shopping), name & nationality of the winning supplier, contract value, and contract duration.

90. In addition, it was agreed that the RPMU should notify the unsuccessful consultants and bidders. If so requests by any consultant or bidder, the RPMU should provide some specific details on their failure.

91. Clarifications on Bank Prior Review of TORs for RPMU Staff: The RPMU requested clarifications on the need and legal basis for the Bank’s prior review of the TORs (including revisions). The RPMU claims that the people working for the RPMU are “staff” rather than consultants, and according to the Charter of the RPMU, “Executive Director of RPMU is personally responsible for the implementation of the obligation and determines the TORs and responsibilities of RPMU staff in compliance with the RPMU Charter”. As such, the Bank should not prior review the TORs of the RPMU staff particularly the subsequent revisions. The mission discussed the matter internally and responds as follows:

- It is indeed the RPMU’s responsibility to implement the project and the Executive Director, as the head of the RPMU, is responsible to determine the TORs of the RPMU staff, and to supervise and evaluate their performance.
- However, it is the Bank’s responsibility to fulfil its fiduciary obligations as provided in the Development Grant Agreement (DGA). According to DGS (Section IV of Schedule 3), the Bank (the Association) needs to prior review certain procurement actions according to the Procurement Plan (PP). The PP’s specific review details are provided in the PAD (Annex 8, page 62) and according to which, the Bank needs to prior review “All TORs for consulting services, irrespective of the contract value”. According to the Bank practice, such “consulting services” include all professional services financed under the Grant, either the consultant services for various project activities, or the RPMU staff. The Bank’s prior review also applies to substantial revisions to the original TORs.

92. Procurement Monitoring: Monitoring of procurement carried out by sub-grant recipients from 1st round through RPMU: The mission was informed that the RPMU has conducted the several missions to visit the recipients of the sub-grants in order to conduct the post review of the signed contracts. It was agreed that the RPMU will provide the Bank with the reports on this supervision missions by **October 31, 2007**.

93. Ongoing Bidding Processes: The mission has reviewed the progress of several ongoing bidding processes. While there have been some delays in preparation of ICB package for procurement of video equipment, the mission noted the satisfactory progress of other bidding processes for goods:

- **Procurement of Video Equipment:** This package was tendered out following ICB procedures. Even with broad advertisement (SPN was published in all the four CA countries, UNDB & dgMarket, as well as the UNDP COs) and simplified requirements (the bidding documents were made available free of charge; bid securing declaration was required instead of bid security), this package still did not attract adequate competition. Out of the seven firms that received the bidding documents, only two submitted bids. The mission discussed with the RPMU on this issue and they attribute the inadequate competition to the small value of the package, dispersion in four countries (five sites), and most importantly the complex bidding requirements compared to the small package.
- **The Bank has received the Bid Evaluation Report (BER).** Out of the two bids received, one is rejected for both commercial and technical deviations. The other bid is responsive, but the bid price (\$224,357.65) is substantially higher than the estimated cost (\$140,000) and also much higher than the market price according to the Bank experience. As such, the Bank has agreed to cancel the existing ICB process and instead procure the video equipment for each of the four countries separately using the Shopping procurement method.
- **Bidding Documents (BD) for Procurement of Lab Equipment:** The mission provided detailed comments on the BD. It was agreed that the RPMU Procurement Officer will send a further revised BD to the Bank for clearance. *(Subsequently, the Bank did receive the revised BD and has issued no-objection.)* In order to attract adequate competition, it was also agreed that the RPMU will advertise this procurement package through national newspaper(s), web site(s), UNDB and dgMarket.

94. Procurement of Consulting Services and Training: The mission pointed out that procurement for consulting services did not follow correct Bank procedures in a number of cases. ToR for several consultants were not provided to the Bank before the recruitment process was started. The Bank team requested that the RPMU provides the ToR for all consulting services financed from Bank funds that have not yet been given the Bank's no objection without further delay and by no later than **January 15, 2008**. The Bank team also requested on September 27, 2007, that the contract for an M&E specialist in Uzbekistan, who was recruited without the prior NOB to the ToR, be suspended until the Bank has provided its No Objection to the ToR and the selection process has been reviewed.

95. Summary of Agreed Next Steps and Time Lines

Date	Item	Responsible Entity	AM para
December 15, 2007	Provide 2007 staff evaluation results to Bank	RPMU	75
December 31, 2007	Review POM and RAF documentation to incorporate suggestions of the mission	RPMU	76
January 15, 2008	Prepare ToR for independent external evaluation and send to Bank for NOB	RPMU	79
January 15, 2008	ToR and justification for surveillance program manager	RPMU / CDC	30
January 15, 2008	Final Annual Workplan to Bank	RPMU	
January 15, 2008	Final draft Training Course for Migrants	RPMU / IOM	41
January 15, 2008	Final 2008 workplan for Harm Reduction training	RPMU	43
January 15, 2008	Joint 2008 workplan for Harm Reduction with CARHAP	RPMU / CARHAP	43
January 15, 2008	Joint needs assessment for harm Reduction training	RPMU / CARHAP	43
January 15, 2008	Discuss and agree partnership arrangements and NGO involvement in HR training with government partners	RPMU	43
January 15, 2008	Publication and quarterly updates on subgrants statistics and monitoring on website	RPMU	51
January 15, 2008	Proposal and dated action plan for adapting the RAF process and documents for Round 3	RPMU	57
January 15, 2008	Develop training plan for 2008 grant recipient training using savings from IDF grant and other resources	RPMU / IDF grant team / CAPACITY	61
January 15, 2008	Detailed concept paper on RAF structure under EurAsEc	RPMU	64
January 15, 2008	Final Annual Workplan for 2008	RPMU	68
January 15, 2008	Final Procurement Plan for 2008	RPMU	68, 88
January 15, 2008	Provide ToR for all consulting services employed by RPMU for Bank's NOB	RPMU	94
January 21, 2008	RPMU staff training plan	RPMU	72
January 21, 2008	Review of POM and RPMU provision for administrative regulations, particularly use of project car, RPMU travel and workflow arrangements	RPMU	72
January 21, 2008	Plan for administrative and operating cost coverage and budget in 2008	RPMU	68
January 21, 2008	Review of procurement responsibilities between UNDP and CAAP	RPMU	69
January 28, 2008	RPSC approval for Large Sub-Grants	RPMU / RPSC	53

	from Round 2		
January 31, 2008	Review of staffing RPMU structure and human resources requirements	RPMU	71
January 31, 2008	Share 2008 workplans for partnership agreements with Bank	RPMU	68
January 31, 2008	Share workplan for taxonomy of services with Bank	RPMU	32
January 31, 2008	Finalize Negotiations on Treatment & Care knowledge hub	RPMU / AIHA	43
January 31, 2008	Review 2008 cooperation on religious leaders and migration	RPMU / UNDP	47
January 31, 2008	Composition, meeting arrangements, and final ToR for TWG	RPMU	48
February 11, 2008	Signature of Large Sub Grant Agreements	RPMU	53
February 15, 2008	Finalize detailed model for Regional HR training centre	RPMU / CEEHRN	43
February 15, 2008	Hire international consultant for ES development in pilot sites	RPMU / CDC	25
February 15, 2008	Design of a comprehensive CAAP communications strategy	RPMU	45
February 22, 2008	Meeting with partners for joint 2008 workplan on legislation	RPMU	46
February 25, 2008	Start of third Grant Round	RPMU	66
February 29, 2008	Establish virtual editorial board for taxonomy	RPMU	32
February 29, 2008	Start training on Treatment and Care	RPMU	43
February 29, 2008	Prepare plan for key IEC material production	RPMU	45
February / March 2008	Study tour to review best practice HIV-ES	RPMU / CDC	25
March 15, 2008	Government clearance for publication of SS reports	RPMU / CDC / Governments	28
March 31, 2008	Dated plan for licensing of test kits in four CA countries	RPMU	40
March 31, 2008	Stakeholder seminar for HR training concept	RPMU	43
April 30, 2008	Review of M&E support to CCM in Uzbekistan and Tajikistan with CAPACITY	RPMU / CAPACITY	31
April 30, 2008	Finalize external evaluation of Project and RAF	RPMU/ consultants	79
June 2008	Mid-term Review	RPMU / World Bank	9

October 2008	Final Regional Conference on ES	RPMU / CDC	25
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Annex 2: List of People and Organizations Met

- EurAsian Economic Community: Mr. Bakhodir Khakimov, Deputy Head, Department of Social and Humanitarian Development
- Ms Rano Abdurakhmanova - Minister of Health, Republic of Tajikistan
- Dr Sanginov Jumaboy, Member of Parliament of the Republic of Tajikistan.
- UNAIDS: Regional CA Team led by Irina Savtchenko, CA Coordinator; and Alexei Ilitsky
- USAID-financed CAPACITY Project: David Hausner, Acting Director, and Team;
- CDC Regional Office for Central Asia: Michael Favarov, Director, and Team
- UNICEF: Jadranka Mimica, Regional HIV/AIDS Adviser for CA.
- ADB/CAREC: Yon Fleerackers
- UNIFEM
- UNESCO
- AIDS Foundation East-West: Nicholas Cantau
- Representatives of grant recipients in Kazakhstan and Tajikistan
- Representatives of the National AIDS Centers in Kazakhstan and Tajikistan

Annex 3: Revised Results Framework

A: Revised Results Framework CAAP

Project Development Objective	Project Outcome Indicators	Baseline	Means of verification/ Data Source
Contribute to controlling the spread of HIV in the Central Asia Region in the period 2005-2010	Improve HIV prevention knowledge and behaviors that reduce transmission of HIV for most at risk populations ³ reached by the Project.	Existing data on knowledge and behavioural patterns will be explored through qualitative methods ⁴	Sentinel Surveys among most at risk populations (annually) ⁵
	<p>National Sentinel Surveillance Indicator:</p> <p>1) Sex Worker UNGASS Indicator: <i>Percentage of most-at-risk populations (SWs) who received an HIV test in the last 12 months and who know their results</i></p> <p>UNGASS Indicator: <i>Percentage of female and male sex workers reporting the use of a condom with their most recent client</i></p> <p>Indicator of the National M&E system <i>Percentage of commercial sex workers covered by prevention programs</i></p> <p>2) Prisoners <i>Percentage of prisoners who know where to get condoms</i></p> <p>3) IDUs UNGASS Indicator: <i>Percentage of injecting drug users reporting the use of sterile injecting equipment the last time they injected</i></p> <p>UNGASS Indicator: <i>Percentage of injecting drug users reporting the use of a condom the last time they had sexual intercourse</i></p> <p>UNGASS Indicator: <i>Percentage of most-at-risk populations (IDUs) who received an HIV test in the last 12</i></p>		

³ CSW, IDUs, prisoners, PLWHA, MSM, Migrants

⁴ Since most services will be funded through the RAF on a demand-driven basis, there is no baseline data on knowledge and behaviour. Hence qualitative surveys will be used to assess change.

⁵ CSW, IDUs, prisoners, PLWHA, MSM, Migrants

Project Development Objective	Project Outcome Indicators	Baseline		Means of verification/ Data Source
	<p><i>months and who know their results</i></p> <p>Indicator of the National M&E system <i>Percentage of IDUs covered by prevention programs</i></p>			
	<p><i>Indicators capturing the impact of the projects supported by CAAP</i></p> <p>1) SWs Percentage of most-at-risk populations (SWs) who received an HIV test in the last 12 months and who know their results</p> <p>Percentage of commercial sex workers covered by prevention programs</p> <p>Percentage of female and male sex workers reporting the use of a condom with their most recent client</p> <p>2) Prisoners Percentage of prisoners who know where to get condoms</p> <p>3) IDUs Percentage of injecting drug users reporting the use of sterile injecting equipment the last time they injected</p> <p>Percentage of injecting drug users reporting the use of a condom the last time they had sexual intercourse</p> <p>Percentage of most-at-risk populations (IDUs) who received an HIV test in the last 12 months and who know their results</p> <p>Percentage of IDUs covered by prevention programs</p>			

Project Development Objective	Project Outcome Indicators	Baseline		Means of verification/ Data Source
Strengthen the capacity and cooperation between the Public, Nongovernmental (NGOs) and the Private sectors on the Regional and National levels Establish the Regional AIDS Funds as a sustainable mechanism for financing during and after Project implementation.	Increase the cooperation and capacity for multi-sectoral, national and regional mechanisms involving Governments, international organizations, local NGOs and donors: Increase the number of Joint Multi-sectoral Proposals to Regional AIDS Fund	0	X in 2010	Project reports
	The share of grant proposals submitted by GOs and NGOs jointly is increased	32.5%	60% by 2010	Project reports
	Regional Partners Forum held every year.	0	1 per year	Project reports
	A Regional AIDS Fund is established as a sustainable mechanism for financing HIV/AIDS activities during and after project implementation	0	1 by 2009	Regulation on Regional AIDS Fund approved by Inter-governmental Council of EurAsEC
	Successful implementation of grant cycles of regional and national grants financed from RAF	0	5 by 2010	Project reports
	Number of ASO (AIDS Service Organisations) trained in project management and administration	0	TBD by 2010	Project records
Intermediate Outcomes	Intermediate Outcome Indicators	Baseline and Targets		Data Source and Frequency
COMPONENT 1				
Component 1. 1 The development of an enabling environment which facilitates the implementation of the HIV regional strategy, which focuses on prevention activities among highly vulnerable populations is supported by the project.	Establishment of Regional AIDS Fund as an inter-governmental organization under EurAsEC	Baseline : 0 (2005) Targets : 1 (2009)		EuRASEC endorsement
	Annual Regional Forum of Partners	Baseline: 0 (2005) Target: 4 (2010)		Partners forum report (annually)
	Number of journalists trained	Baseline: 0 (2005) Target: 112 (2010)		Training reports (quarterly)
	Number of trainings organized for journalists	Baseline: 0 (2005) Target: 8 (2010)		Project reports (quarterly)
	Number of religious leaders participating in project activities	Baseline: 0(2005) Target: 158 (2010)		Project reports (quarterly)
	Number of trainers trained among religious leaders	Baseline: 0(2005) Target: 70 (2010)		Project reports (quarterly)
	Number of parliamentarians participating in project activities	Baseline: 0 (2005) Target: 96 (2010)		Project reports (quarterly)
	Number of amendments made to the country legislation acts	Baseline: 0 (2005) Target: 3 (2010)		Parliamentarian working groups reports
	Component 1. 2 Sentinel Surveillance is expanded and electronic surveillance (ES) is established in an effort to improve quality and access to HIV/AIDS information	Number of sentinel surveillance studies supported	Baseline 0: (2005) Target: 13 (2010)	
National sentinel surveillance reports published and disseminated		Baseline: 0 (2005) Target: 3 (2010)		Project reports (annually)

Project Development Objective	Project Outcome Indicators	Baseline	Means of verification/ Data Source
	Number of people trained in HIV electronic surveillance system	Baseline: 0 (2005) Target: 74 (2010)	Training reports (quarterly)
	Number of trainings organized on HIV Electronic surveillance	Baseline: 0 (2005) Target: 13 (2010)	Project reports (quarterly)
	Number of health specialists trained in HIV surveillance techniques (epidemiologists, lab technicians, IT specialists)	Baseline: 0 (2005) Target: 29 (2010)	Project reports (quarterly)
	Number of PLWA monitored by HIV electronic surveillance system	Baseline: 0 (2005) Target: 6500 (2010)	Project reports (quarterly)
	Number of countries providing data to CARISA	Baseline 0: (2006) Target: 3 countries per year	CARISA reports
Component 1. 3 Capacity is built throughout the region, and sectors involved in HIV prevention and control	Number of trained and certified trainers (trained by regional training centers)	Baseline: 0 (2005) Target: 70 (2009)	Training Reports
	Number of trainings organized in TOTs	Baseline: 0 (2005) Target: 30 (2010)	Project reports (quarterly)
Component 2⁶ Resources in the Regional AIDS Fund are mobilized in order to finance initiatives which assist in containing the HIV epidemic in Central Asia Countries	At least 60% of RAF funds are allocated for service provision to high-risk groups	Baseline: 0% (2005) Target: 60% (2007 and all following years)	Project reports (quarterly)
	Number of sex workers reached through HIV prevention services	Baseline: 0 6000 (2007, 2010 TBD) ⁷	Project reports (quarterly)
	Number of IDUs reached through HIV prevention services including drug treatment services	Baseline: 0 27000 (2007, 2010 TBD)	Project reports (quarterly)
	Number of prisoners reached through HIV prevention services	Baseline: 0 250 (2007, 2010 TBD)	Project reports (quarterly)
	Number of needles and syringes distributed among IDUs in harm reduction services	TBD	Condom distribution logs, project reports
	Number of condoms distributed to end users	TBD	Project reports (quarterly)
	Number of young people trained as peer educators through the project	Baseline 0 500(2007, 2010 TBD)	Project reports (quarterly)
	Number of PLWHA reached through care and support services (including palliative care)	Baseline: 0 4700 (2007, 2010 TBD)	Project reports (quarterly)
	Number of subprojects implemented by joint efforts of 2 or more countries	Baseline 0 5 (2007, 2010 TBD)	Project reports (quarterly)
	Percentage of multi-sectoral projects financed by CAAP	Baseline 0 34.8% (2007, 2010 TBD)	Project reports (annual)

⁶ Note that indicators measuring the PDO and Component 2 intermediate indicators need to be harmonized to ensure clear definition of groups reached by the Project.

⁷ For all output indicators of Component 2 the targets are calculated at the beginning of each year according to the targets indicated in the approved proposals

Project Development Objective	Project Outcome Indicators	Baseline	Means of verification/ Data Source
Component 3 Project Management Unit supports both the implementation and the monitoring and evaluation of the project.	Percentage of approved annual project budgets disbursed	Target: 100% 2007 100% 2008 100% 2009 100% 2010	Project Reports
	Submission of yearly work plans at the beginning of each year of implementation.	Target: 100% 2007 100% 2008 100% 2009 100% 2010	Project Reports
	Submission of timely project progress reports twice a year.	Target: 100% 2007 100% 2008 100% 2009 100% 2010	FM Reports
	Submission of timely financial management reports acceptable to the Bank.	Target: 100% 2007 100% 2008 100% 2009 100% 2010	Annual CAAP Program Report, program monitoring reports
	Development and dissemination of annual report of CAAP project results.	Target: 100% 2008 100% 2009 100% 2010	