

Global Fund's Community, Rights, and Gender (CRG)- Strategic Initiative: Short-Term Technical Assistance

Guide for people who use drugs



Acknowledgements

The International Network of People who Use Drugs (INPUD) is a global peer-based organisation that seeks to promote the health and defend the rights of people who use drugs. As an organisation, INPUD is focused on exposing and challenging stigma, discrimination, and the criminalisation of people who use drugs, and their impact on the drug-using community's health and rights. INPUD works to achieve its key aims and objectives through processes of empowerment and advocacy at the international level; and by supporting empowerment and advocacy at community, national, and regional levels. www.inpud.net

This publication was supported through the Global Fund Community, Rights and Gender Strategic Initiative (2021-2023) and Robert Carr Civil Society Networks Fund (2022-2024). The Global Fund CRG SI project aims at amplifying the participation and voice of the community of people who use drugs, strengthening their meaningful engagement in Global Fund-related processes and scaling up community-led responses to ensure equitable access to health services. The objective of the RCF programme is to organize, build and sustain an international coalition of people who use drugs with strengthened legitimacy, bolstering the influence of the community as a fundamental voice and source of expertise on our issues, and laying the foundations of a platform for social and political change.



INPUD and the authors would also like to thank all representatives from national organisations representing people who use drugs who participated in the interviews for this consultation process. Their insights and experiences have been invaluable in informing the preparation of this report.

Written by: Olga Szubert
Contributions from: Gayane Arustamyan,
Judy Chang, Annabelle Metzner
Proofread by: Zana Fauzi
Designed by: Ilia Kalimulin, March 2022

First published in 2022 by:
INPUD Secretariat
Unit 2C08, South Bank Technopark
90 London Roach, London, SE1 6LN,
United Kingdom
www.inpud.net

This work is licensed under
a Creative Commons Attribution
NonCommercial-NoDerivs 3.0 Unported License





What is the CRG technical assistance and why it is needed?

Meaningful engagement of communities and key populations is crucial to the success of the Global Fund programming. Yet too often key populations, including people who use drugs, face barriers to participate in the Global Fund related processes, or are simply excluded from them.

The Community, Rights, and Gender Strategic Initiative (CRG SI) offers short-term peer-to-peer technical assistance to communities and civil society, including key population-led organisations and networks, to ensure that barriers related to community engagement, human rights, and gender equity are addressed.

The CRG SI consists of three components:

1. Short-term technical assistance;
2. Long-term technical capacity strengthening (provided by INPUD among others); and
3. CRG regional platforms.

This guide focuses specifically on how to access the first component - short-term technical assistance (TA).

Short-term TA can be used, upon request, by people who use drugs to identify key gaps and bottlenecks in service delivery, participation or advocacy, learn more about Global Fund processes, develop evidence for advocacy, and meaningfully engage in decision-making that directly impacts their lives.

These are crucial things that you need to know about the short-time TA:

- It is time limited and takes **only** up to 30 days within a three-month period.
- It is provided on a peer-to-peer basis or by civil society to community. This means that, wherever possible, it is delivered by an expert from the country or region of assignment as well as by a community-led or civil society organisation and not the Global Fund.
- It should be used as a jumpstart for your advocacy efforts to meaningfully engage your community in Global Fund and related processes.

You can learn more about the CRG SI by reading a dedicated Global Fund page on [Strengthening Community Engagement](#).



Who can apply for the short-term technical assistance?

You can apply for the short-term technical assistance if you are engaged/working in a Global Fund eligible country or from a country included in a regional grant, and you are part of:

- Key population networks and organisations
- Youth-led networks and organisations
- Women's networks and organisations
- Networks or organisations of people living with HIV or affected by tuberculosis
- Civil society networks and organisations led by or working with other affected communities (e.g. migrants, refugees, prisoners, miners)

Remember, your organisation or network does not have to be legally registered to apply for and receive the TA. The Global Fund recognises that in some countries there are legal barriers preventing people who use drugs or other key populations from legally registering their organisation or network, and therefore it is not a requirement to receive a TA. Additionally, to be eligible for the TA you do not have to be a member of the Country Coordinating Mechanisms (CCM) or be already engaged with the Global Fund process in your country. Regional and global key population organisations and networks can also apply for the TA as long as they partner with national-level organisations or if the request aims to engage with multi-country Global Fund grants.

Lastly, applications from CCMs and Regional Coordination Mechanisms (RCMs) will be considered only if they are developed and submitted in collaboration with one of the above organisations or networks.

¹ Eleven partners, including INPUD, work to strengthen the long-term capacity of key population groups and networks to support meaningful engagement of their constituencies in Global Fund and related processes. You can check other partners and their contact details here: https://www.theglobalfund.org/media/10394/crg_networksorganizations_contactdetails_en.pdf

² Six regional civil society and community organisations act as hosts for CRG regional platforms. They strengthen community knowledge and coordination in Global Fund and related processes and improve access to technical assistance. You can read more about the importance of the CRG regional platforms in section 'Tips on how to plan your TA request' and check their contact details in section 'Useful information and contacts'.



When can you apply?

You can access the short-term technical assistance at any stage of the grant cycle, including during grant implementation and programme review.

What type of technical assistance can you request?

You can request the TA to engage with in-country and regional Global Fund processes, including country dialogues, funding request development, grant-making, grant implementation, sustainability and transition planning, and National Strategic Plan review and development among others.

Remember, the TA requests must be focused on human rights, gender, community responses and/or community systems strengthening. There is a range of areas you can choose the TA from. These are:

1. Situational analysis and needs assessments

Under this area you can:

- Conduct community, rights, and gender-related assessments to develop strategic information for better decision-making. Read the **'Example of a successful short-term TA for people who use drugs'** section in the guide to learn more about how to use this area.
- Undertake programme (e.g. harm reduction) reviews to ensure that your community (e.g. women who use drugs) perspectives inform service delivery improvements.

This TA assignment can include activities like data collection and analysis, meetings, or workshops based on which key recommendations for advocacy are developed.

2. Engagement in country dialogue processes

Under this area you can:

- Organise community consultations to inform priorities for inclusion in **national** policies, guidelines, plans, and programmes.
- Coordinate your community input into key **Global Fund-related documents** (e.g. funding request development during New Funding Model 4 (NFM4), National Strategy Plans or other funding requests).
- Organise engagement planning to strengthen participation of people who use drugs in Global Fund processes.
- Strategise for coordinated community-led advocacy. This could be used to develop an advocacy plan for an issue identified by your community.



This TA assignment can include activities like workshops, meetings, and consultations between people who use drugs or wider community based on which priorities and key recommendations for advocacy are developed.

3. Supporting design and implementation arrangements

Under this area you can:

- Map out key populations-led organisations and activities to strengthen community systems and use the TA to address any capacity issues related to delivery of Global Fund supported programmes and services.
- Refine or approve tools that support community engagement in Global Fund-related processes, for example, community-led monitoring.
- Organise workshop(s) to strengthen knowledge of people who use drugs on the Global Fund.

This kind of TA assignment can include data collection and analysis, workshops, and meetings based on which priorities and key recommendations for advocacy are developed.

Remember, you do not have to choose only one area for your TA request proposal. The areas you chose will depend on what you want to achieve (your research question, objective, and expected outcome) and can be a mix of few areas. At the same time, bear in mind that the Global Fund advises requestors not to tick all the areas, so be as pragmatic and strategic as possible. Learn more from the 'Tips on how to plan your TA request' section of this guide.

What type of requests the short-term technical assistance does not support?

There are limits to what the short-term TA can support community and key populations with. This includes:

- **CCM strengthening** (e.g. training of CCM members in their roles and responsibilities). If you are interested in CCM strengthening, read INPUD's guide on CCM Evolution to find out how to engage in the process.
- **Long-term capacity development** of civil society networks and organisations (e.g. organisational development, support to become a Global Fund recipient).



As mentioned at the beginning, under the CRG SI component 2, INPUD provides long-term capacity strengthening to support the meaningful engagement of people who use drugs in Global Fund and related processes. If you are interested in this component, reach out to us. You can find our contact details in the 'Useful information and contacts' section at the end of this guide.

- **Development of stand-alone tools** that lack a focus on community engagement.
- **Funding request writing.** The TA cannot be used to hire a consultant to write the funding request, but can provide support on how to write funding requests.

To get inspired, below you can see the examples of people who use drugs-related TA requests submitted to CRI SI in 2020:

Country	Organisation or network requesting TA	Target communities	Objective
Multi-country (LAC)	LANPUD	People who use or inject drugs	To ensure the involvement and participation of people who use drugs in Global Fund processes in the 11 countries of a multi-country grant.
Tanzania	Children Education Society (CHESO)	Mothers who use drugs and their children	To assess the barriers to HIV services faced by under 18 youths living with HIV and their mothers who use drugs to inform targeted advocacy.
Zimbabwe	Zimbabwe Civil Liberties and Drug Network	People who use or inject drugs	To conduct a situational analysis and needs assessment to determine the burden of disease among people who use and/or inject drugs in Zimbabwe.
Indonesia	Yayasan Kesehatan Bali/ Bali Health Foundation	Women, trans, and non-binary sex workers who use drugs	To strengthen the engagement of women, trans, and non-binary drug users engaged in sex work in Global Fund processes and in informing harm reduction service delivery.
Uganda	Uganda Harm Reduction Network	People who use or inject drugs	To support people who use or inject drugs to develop a harm reduction resource mobilisation engagement plan.

To learn more about TA, check out the Global Fund's [video](#) and read the Global Fund's [Technical Assistance guidance note](#), which is important to familiarize yourself with before submitting a request.



Who provides short-term technical assistance?

As mentioned in the beginning, the TA is provided by civil society or community-led organisations and not the Global Fund itself. You can learn about Global Fund responsibilities and their role in the 'What happens next' section of the guide.

Currently, there are [26 civil society and key-population networks and organisations that provide technical assistance](#). Three of them focus specifically on harm reduction and people who use drugs. These are:

- **Coact** (peer-led international technical support agency)
- [Harm Reduction International](#) (international non-governmental organisation)
- [Mainline](#) (international non-governmental organisation).

You can check the harm reduction TA providers areas of expertise and contact details in the last section of this guide 'Useful information and contacts'.

Together with the Global Fund, technical assistance providers are responsible for contracting qualified community experts to implement your TA request and ensuring the highest quality of its final results. The peer-to-peer nature of technical assistance means that, where possible, community experts from the country or region of the assignment are engaged in a lead or supporting role.

When applying for the short-term TA, you can indicate in your application (section 4.5 of the template), who is your preferred TA provider. However, the final decision on the TA provider will be taken by the Global Fund and will be based on several criteria including required technical and regional expertise, language and availability.

Tips on how to plan your TA request

Get informed:

- Download the TA request form and read carefully each section to learn what information you will need to fill in the form and who will you need to collaborate with.
- You can download the form from the Global Fund's page on [Strengthening Community Engagement](#). The form is available in Arabic, English, Spanish, French, Russian, and Portuguese.
- The TA request form includes practical guidance of how long your responses should be.
- Have a look at the [High-quality TA Request](#) example on the same page to check how a successful TA request looks like.



Plan well ahead:

- It can take up to three months to process your TA request, therefore it is crucial to plan ahead. If, for example, you are planning on developing the priorities for people who use drugs for the National Strategic Plan review, take into consideration the time needed to develop the TA request, the time needed to process the request (up to three months) and implement it (one to three months), and additional time for advocacy to influence the National Strategic Plan review.
- It might be helpful to have a calendar with relevant Global Fund processes on the national and regional level. If you do not have this information, [contact your CCM](#) or [CRG Regional Platform](#), which will be able to help you.

Consult your community:

- Organise a meeting with your community and other relevant partners you work with to discuss and identify key challenges, barriers, gaps, or needs of people who use drugs in your country.
- Once you agree what specific challenge, barriers, or needs you want to address through the TA, set the objective, scope of work for the TA, and how it may be interlinked with the ongoing processes led by the community.
- These two steps will allow you to fill in the first three (out of four) sections of the TA request form.
- APCASO, the host of the Asia- Pacific Regional Platform, developed an easy to use self-diagnostic tool to help community groups and key population networks to assess their needs. You can check out the tool (in English) and learn more [here](#).

Write the first draft of your TA request:

- In collaboration with your partners from consultation, write the first draft of the TA request.
- Agree on who will be the focal point for the TA.

Get in touch with your CRG regional platform:

- If you have any questions regarding your application or you are not sure if your idea fits the TA criteria, contact your CRG regional platform. One of the tasks of the CRG regional platform is to raise awareness among communities and key populations about technical assistance opportunities and to assist them in development of quality TA requests.



- The CRG regional platform in your region will be able to provide you with advice on how to tailor your proposal for the short-term TA, how to make your request eligible for the TA, give you tips, and guide you on how to fill in the application form. It also might be able to link you with other technical assistance providers (e.g. UNAIDS country offices, UNAIDS Technical Support Facilities, WHO, GIZ and L'Initiative).
- You can find contact details for all CRG regional platforms in the '[Useful information and contacts](#)' section at the end of the guide.
- **Remember, your TA request must be reviewed by your Regional CRG Platform before you submit it.**

Contact INPUD:

- You can also reach out to us if you have any questions or seek advice. We will be able to support and guide you when applying for short-term or long-term TA.
- You can find our contact details in the '[Useful information and contacts](#)' section at the end of the guide.

Keep other relevant in-country stakeholders informed about your TA request:

- When possible, keep people who use drugs or key populations CCM representatives informed about the TA request.
- You can also reach out to the Global Fund Country Team and CCM Secretariat or CCM Chair/Vice-Chair to inform them about your TA request. However, taking into consideration various barriers that people who use drugs experience in their work with CCMs, this is not an official TA requirement and your request will still be considered if you do not collaborate with CCM on your TA request. If the CCM of your country has a representative from the PWUD community, it is advisable to closely engage this person in the request development process.

Finalise the TA form:

- Once your TA request has been reviewed by your Regional CRG Platform and you are happy with it, you can finalise the form.
- **Submit your finalised TA request form to the Global Fund using this email address: crgta@theglobalfund.org**



What happens next?

After you have submitted your request, it will be assessed for eligibility by the Global Fund Secretariat. Once your request has been approved by the Global Fund, you will be notified by them. Next, the Global Fund will identify a suitable technical assistance provider and will develop, in close collaboration with the requestor, a detailed term of reference and a budget. The terms of reference will outline the specific roles and responsibilities of the requestor (you), technical assistance provider, and the Global Fund during implementation of the TA.

Remember, it can take up to three months for your request to proceed to implementation.

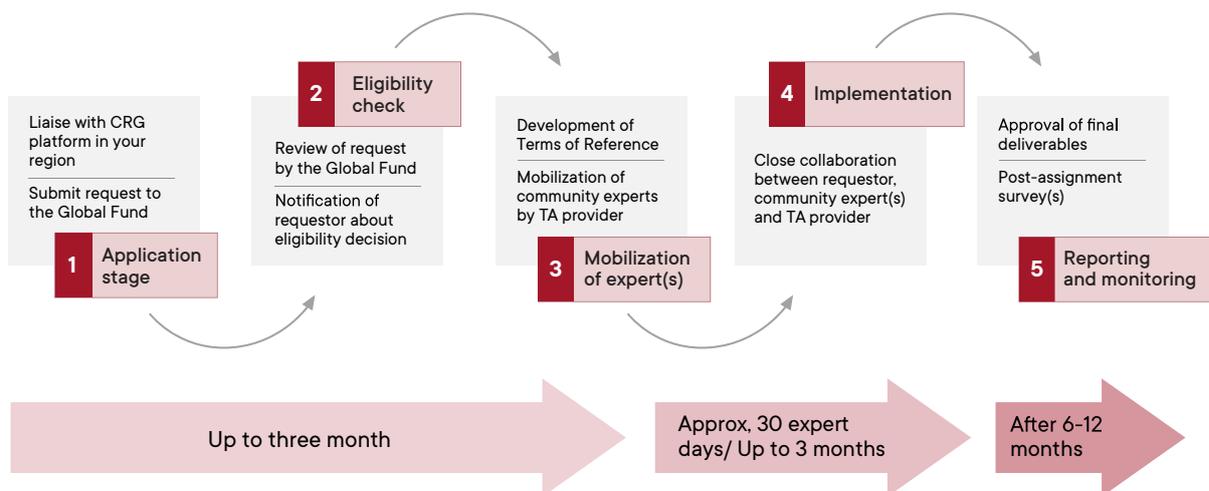
This will depend on the complexity of the work and the availability of TA providers.

The implementation itself will take approximately 30 days/or up to three months.

After the TA is over, the Global Fund will approve final results and will ask you to complete two brief surveys: One- straight after the assignment is finished, and another one - 6 to 12 months later to assess the impact of the technical assistance.

If for some reason your TA request is not successful, do ask the Global Fund for specific feedback so you can learn from it and improve the next time.

You can see the TA request process and a timeline below.



LANPUD case study: successful short-term TA for people who use drugs

“At LANPUD we are really happy because we understood how quick and how easy this process can be (...) We finally have an important document that shows the lack of participation of people who use drugs in Global Fund processes and we can use it for advocacy” – Ernesto Cortes, Latin American and the Caribbean Network of People who Use Drugs (LANPUD)

Since 2019, LANPUD is part of a three-year multi-country project of the Alianza Liderazgo en Positivo (ALEP) financed by the Global Fund.

During the first year of the project, LANPUD noticed that people who use drugs are not represented on CCMs of the project countries, and identified an urgent need to start a dialogue with governments and CCMs for this inclusion. In this context, LANPUD contacted the LAC Platform (Via Libre), the Regional CRG Platform, and with their help they successfully applied for a short-term TA with the objective to ensure the involvement and participation of people who use drugs in processes related to the Global Fund funding cycle in the 11 countries of the ALEP project.

Sub-objectives included:

- Analysis of the involvement of people who use drugs in processes related to the Global Fund in the eleven ALEP project countries, and
- Development of advocacy strategy for CCMs to guarantee the participation of people who use drugs in Global Fund processes.

Within a month since the request was submitted to the Global Fund, LANPUD received positive feedback from the Global Fund, and their TA was approved. Harm Reduction International (HRI) was selected as the technical provider and two regional peer experts from Puerto Rico and Argentina were hired to support the implementation of the TA.

Research analysis (including interviews with Global Fund staff, CCM members, and LANPUD representatives) were conducted by HRI and the regional peer experts with support from LANPUD members.

The research found that people who use drugs are not represented on any of the CCMs where the project is implemented, and identified key barriers and challenges faced by people who use drugs for participation on national and regional level.

Key findings of the analysis and a draft report were validated by LANPUD members during a workshop. Another workshop was organised on a later date to present the findings to other key population networks and governments officials. The feedback was very positive and showed the need to continue the discussion on how to include people who use drugs in Global Fund and national related processes.

The way in for LANPUD was to showcase intersectionality of drug use with other key populations including sex workers who use drugs, young people who use drugs, or trans people who use drugs.

The final report with key findings and recommendations for the Global Fund, CCMs, governments, other key population networks, and LANPUD is now published in [English](#) and translated into Spanish and Portuguese. LANPUD will produce infographics and short videos to promote the report and is in conversation with the LAC Platform to organise a series of webinars for government officials and policy makers to advocate for inclusion of people who use drugs.

As seen by LANPUD's experience, short-term TA can be extremely useful and helpful for people who use drugs. It can help us to identify key gaps and bottlenecks in service delivery, participation or advocacy, allow us to learn more about Global Fund processes and support us to develop evidence for advocacy, and to meaningfully engage in decision-making that directly impacts on our lives. Short-term TA offers us a great opportunity to have our voices, concerns, and needs met.

Useful information and contacts

Organisation	Area of expertise	Region	Contact
Coact	<p>Building capacity on community mobilisation and peer-led harm reduction;</p> <p>Leading peer research;</p> <p>Conducting situation assessments;</p> <p>Developing and supporting community-led advocacy campaigns;</p> <p>Strengthening community networks;</p> <p>Facilitating meaningful participation in various mechanisms;</p> <p>Identifying, mentoring, and reinforcing community leadership;</p> <p>Developing guidelines and monitoring tools.</p>	Anglophone Africa, Asia Pacific, EECA, LAC, MENA	<p>Matt Southwell</p> <p>Email: coactmat@gmail.com</p> <p>Phone number: +447969269395</p> <p>(Signal / WhatsApp / Telegram / Line)</p>
Harm Reduction International	<p>Supporting country partners to develop their own analysis and advocacy plans on sustainable funding is a key focus for HRI's short-term technical support;</p> <p>Conducting situation analysis and assessments;</p> <p>Qualitative and quantitative research.</p>	Global	<p>Naomi Burke-Shyne naomi.burkeshyne@hri.global</p> <p>Colleen Daniels colleen.daniels@hri.global</p>
Mainline	<p>Development, delivery, and management of harm reduction services/programming, taking a pragmatic approach to local opportunities and constraints.</p>	Anglophone Africa, Asia Pacific, EECA, LAC, MENA	<p>Mac Busz m.busz@mainline.nl</p>
INPUD	<p>Building long-term capacity of drug user-led networks to raise their voices and meaningfully engage in Global Fund policies and processes to shape and influence GF programming through the following ways:</p> <ul style="list-style-type: none"> - Producing technical guidance, information notes, and tools - Training and mentoring on funding request development processes - Providing linkages and networking opportunities - Improving peer leadership and community engagement on CCM's - Onward granting to support network development and activities 	Global	<p>Judy Chang judychang@inpud.net</p> <p>Gayane Arustamyan arustamyan@inpud.net</p>

Useful information and contacts

Organisation	Area of expertise	Region	Contact
APCASO	Asia-Pacific Regional Platform on CRG	Asia Pacific	Jeffry Acaba jeffacaba@apcaso.org
EANNASO	Anglophone Africa Global Fund CRG Regional Coordination and Communication Platform	Anglophone Africa	Yvonne Kahimbura kahimbura@eannaso.org Mlewa Kalama kalama@eannaso.org
EHRA	Regional Platform EECA	Eastern Europe and Central Asia	Ivan Varentsov ivan@harmr-educationeurasia.org
RAME	Plateforme Régionale Afrique Francophone	Franco-phone Africa	contact@prf-fondsmondial.org
Via Libre	Regional Platform Latin America and the Caribbean	Latin America and the Caribbean	vialibre@vialibre.org.pe
ITPC-MENA	Regional Platform MENA	Middle East and North Africa	info@itpcmena.org



