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LIST OF ACRONYMS

APN+	Asia Pacific Network of People Living with HIV/AIDS
APCASO	Asia-Pacific Council of AIDS Service Organizations
APEC	Asia-Pacific Economic Cooperation
ASEAN	Association of South East Asian Nations
ATFOA	ASEAN Task Force on AIDS
AWPIII	ASEAN Work Programme III
BCC/I	Behaviour Change Communication/Information
BP	Best Practices
CARAM	Coordination for Action Research on AIDS and Mobility
CEA	Canadian Executing Agency
CHAS	Centre of HIV/AIDS & STIs, Department of Hygiene, Ministry of Public Health Lao PDR
CPM	Country Programme Manager
CPO	Country Programme Officer
CSO	Civil Society Organisations
DFID	Department for International Development (UK)
FAFH	Far Away From Home Club – Can Tho, Viet Nam
FGD	Focus Group Discussions
FHI	Family Health International
FP	Focal Point
ICAAP	International Congress on AIDS in Asia and the Pacific
ICT	Information and Communication Technology
IEC	Information, Education & Communication
(I)NGO	(International) Non-Governmental Organizations
MAP-4	Mobility AIDS Partnership – 4 Countries in the GMS
MCTPC	Ministry of Construction, Transport, Post and Communications (Cambodia)
M&E	Regional Performance Measurement
MIMP	Meaningful Involvement of Migrants/Mobile Populations
MMP	Migrant and Mobile Populations
MIS	Management Information Systems (Knowledge Management Systems)
MoD	Ministry of Defence
MoFA	Ministry of Foreign Affairs
Mo(P)H	Ministry of (Public) Health
MoI	Ministry of Interior
MoInfo	Ministry of Information
MoL	Ministry of Labour (Cambodia)
MLSW	Ministry of Labour and Social Welfare (Cambodia)
MoLVT	Ministry of Labour and Vocational Training (Cambodia)
MoPS	Ministry of Public Security
MoPWT	Ministry of Public Works and Transport
MOU	Memorandum of Understanding
MST	Multi-Sector Team
M(T)WG	Mobility (Technical) Working Group or MST
NAA	National AIDS Authority (Cambodia)
NACS	National Advocacy and Communication Strategy 2006-2010 (Cambodia)
NPSA	National Policy Self-Audit - CSEARHAP
NSP	National Strategic Plan
PCCA	Provincial Committee for the Control of AIDS
PDA	Population and Community Development Association
PDOS	Pre-Departure Orientation Seminar
PLWHA	People Living With HIV/AIDS
RBM	Results-Based Management
RMFBP	Regional Manager Finance, Budgeting & Programming
SEARCH	South East Asia Regional Cooperation in Human Development
TNT	Transportation Network Thailand
TOR	Terms of Reference
UNESCAP	United Nations Economic and Social Commission for Asia and the Pacific
UNRTF	UN Regional Task Force on Mobility and HIV Vulnerability Reduction

1. INTRODUCTION

This Annual Report covers the period April 1, 2007 – March 31, 2008 and discusses the regional-level progress made by CSEARHAP in strengthening the regional integration and national responses of Cambodia, Lao PDR, Thailand and Vietnam to reduce migrant and mobile populations' (MMPs) vulnerability to HIV. This volume of the report presents an overview of results achieved at the regional level, with the understanding that regional-level results also contribute to results achieved at the national level in the four partner countries. Additional, more detailed, information is presented in the Integrated Results Matrix. Each country partner has prepared an individual Annual Report, and specific country-level details are found in each of those reports.

The regional team consulted both country reports and the Project Implementation Plan to best address the reporting requirements for the 2007-08 implementation period.

Regional results highlights from the past year include the following:

- Following its publication in the CSEARHAP Newsletter Volume 2.3, the CSEARHAP-produced article *Use of soft law to address HIV/AIDS in Southeast Asia* was **published** in the *HIV/AIDS Policy and Law Review* 12(2/3) December 2007¹.
- In addition to the identification of best practice examples and lessons learned for future documentation that took place in all four countries, with UNAIDS agreeing to publish two case studies (FAFH Club in Vietnam and the basic minimum package policy development process in Cambodia) in their best practice series, **two regional-level best practice examples were documented**: CSEARHAP's regional approach and the Mobility Technical Working Group. This work was initiated in Q4 2007-08 and will be completed shortly in Q1 2008-09.
- CSEARHAP **played a crucial role at the 8th International Congress on AIDS in Asia and the Pacific (ICAAP) in Colombo**, raising the profile of the issues of migrant vulnerability to HIV through presentations and advocacy of donors, such as the Asian Development Bank (ADB), on migrant issues. Two case studies from the CSEARHAP experience were presented, generating discussion and raising awareness in advance of the International AIDS Conference (AIDS2008) in Mexico City, which will also focus substantially on MMP issues.
- With support from CSEARHAP Regional, country teams submitted a total of 13 **abstracts for AIDS2008**, sharing success stories and new approaches to tackling the HIV vulnerabilities of MMPs at the regional level. A list of the abstracts is provided under Outcome 3 and country reports include the abstracts submitted in their respective appendices.
- In the context of developing and implementing its Sustainability Plan, CSEARHAP **developed funding proposals** for the Ford Foundation, ADB, and the Global Fund to fight AIDS, Tuberculosis and Malaria (GFATM) Round 7, in close partnership with regional and national stakeholders.
- Resource needs assessments were conducted in each country and results informed the proposal development workshop in Q3. **The regional team cooperated to research, develop and finalize the Proposal Development Guidelines² and the Proposal**

¹ <http://www.aidslaw.ca/publications/publicationsdocEN.php?ref=822>

² The Proposal Development Guidelines and the Best Practice Handbook are available in PDF format on the CSEARHAP website www.csearhap.org.

Development Training during MAP-4 in Vientiane. The guidelines are an update of the original handbook for proposal writing, developed by the Asia Pacific Network of People Living with HIV/AIDS (APN+).

- **MAP-4 and UNRTF** meetings were held successfully in Vientiane, Lao PDR focusing on sharing lessons learned at the regional level, especially with regard to advocacy.
- Building on the best practice criteria promoted by UNAIDS, the **regional team developed a Best Practice Handbook** to guide the identification and documentation of lessons learned and experiences from the field that would **benefit the design, planning and implementation of other projects on HIV and MMPs**. The *first document of its kind*, the Best Practice Handbook was shared with the UNAIDS headquarters in Geneva before its finalization by UNRTF.
- **Development of two surveys** for the country teams to document progress and gains made on cross-cutting themes. Although the results will not become available until the Completion Report, the Gender Mainstreaming and the Sustainability surveys can be found as **Appendices 3 and 4** respectively.

In addition, as noted in the individual country reports, national results highlights achieved over the past year with the support of the CSEARHAP Regional team included the following:

Cambodia

- The Ministry of Public Works and Transport (MoPWT) finalized the draft basic minimum package guidelines, putting into use the extensive training and support that CSEARHAP has provided to the Ministry to push forward this initiative, a process that was also proposed as a best practice to UNAIDS.
- With CSEARHAP Regional support, several proposals for funding were developed and shared with key stakeholders, including the MoPWT M&E plan which is now supported by ADB. The other two proposals were replications and scaling up of CSEARHAP demonstration projects.
- CSEARHAP and the NAA supported the development of two three-year ministerial operational plans for the MoPWT (2008-2010) and Ministry of Labour and Vocational Training (MoLVT 2008-2010).

Lao PDR

- The Ministry of Labour and Social Welfare (MLSW) team and CSEARHAP worked closely with the Lao-Korea Vocational Training Centre and a multi-sectoral team to develop, finalize and approve the Pre-Departure Orientation Seminar (PDOS) and Training curriculum for one-day, one-week and one-month training for documented Lao migrants.
- The *Gender Mainstreaming for Government Personnel* demonstration project was completed and followed-up on by the project inception phase of a three-year project by the Danish Red Cross. Lessons learned and recommendations were included in the concept paper on “*HIV Prevention for Uniformed Personnel in the Lao PDR – Models and Approaches*” that will guide implementation of the project by Lao Red Cross.

Thailand

- Completed previously-postponed capacity building plan, including: (i) introductory and (ii) advanced HIV and Mobility, (iii) Gender, HIV and Mobility, (iv) Stigma and Discrimination, (v) Media workshop and (vi) cross-border teams M&E trainings.
- Finalized the organizational structure and TORs of the Country Mobility Technical Working Group (CMTWG) and its four subgroups: (i) advocacy, (ii) HIV and infrastructure (iii) capacity building and (iv) management information systems.

Vietnam

- A Prime Minister's Decree on cross-border collaboration mechanisms with Lao PDR and Cambodia on HIV vulnerability reduction for migrants was initiated following the study tour to Siem Reap. This constitutes a significant paradigm shift for the Government of Vietnam as the Decree allows provincial level governments to develop policies and agreements with their neighbouring counterparts on cross-border issues.
- The PDOS curriculum was finalized by the Vietnam Association of Manpower Supply (VAMAS) and a multi-sectoral team of partners.
- The Far Away From Home (FAFH) Club demonstration project implementation was completed successfully, followed by a proposal development workshop that resulted in concept paper that won US\$10,000 to continue activities started with CSEARHAP support.
- The Bright Futures Network (BFN) piloted a model of implementing the principle of Meaningful Involvement of Migrants and Mobile Populations (MIMP).

2. PROGRESS ACHIEVED ON CROSS-CUTTING THEMES

2.1 Gender Mainstreaming

The final CSEARHAP project implementation plan (PIP) included a detailed section that outlined the project's goals regarding Gender Equality. The focus of the CSEARHAP gender strategy through the life of the project has been to develop (or adapt) gender mainstreaming parameters that would guide the planning, monitoring, and evaluation of all areas of the project. Specifically, CSEARHAP committed to ensuring that a gender perspective was taken in all areas of the project through the promotion of 8 principles for results delivery that were outlined for the life of the project:

- Making improved gender analysis skills one of seven key areas for capacity building;
- Assisting key stakeholders to acquire sensitization, gender analysis, and planning skills necessary for reviewing and developing policies and programmes from a gender perspective;
- Assisting stakeholders to examine, develop, and operationalize project activities using a gender analysis framework ;
- Integrating structures, mechanisms, and processes for mainstreaming gender including the promotion of gender guidelines for design, implementation, monitoring and evaluation of policies, programmes and demonstration projects;
- Building mechanisms for addressing country specific gender issues while promoting systematic and consistent gender mainstreaming into regional strategies, policies, programmes and activities;
- Ensuring a critical mass of women in committees, working groups and consultative processes;
- Ensuring that gender analysis is systematically undertaken, shared, and utilized, and that gender mainstreaming lessons learned are widely disseminated; and
- Ensuring that each specific project proposal put forward to the Ministry of Finance and international donors for funding allocation clearly articulates a gender perspective.

Each country was guided by the 8 principles of gender mainstreaming as a cross-cutting theme in all planned activities and results. Achievements at the national level were realized in each country, with gender mainstreaming treated as a cross-cutting theme. These achievements are noted in the individual country reports and were assessed by the external monitoring mission in December 2007.

As with most results identified in a qualitative research setting, it is difficult to demonstrate a

correlation between CSEARHAP inputs and gender equality results on a large scale, particularly at the regional level. The process of measuring achievements in gender equality is currently ongoing and preliminary results indicate that specific results could be linked to certain activities that involve gender mainstreaming. There are a number of indications that CSEARHAP's gender mainstreaming approach and its implementation has fostered an environment for gender equality among project teams at the national and provincial level, over the past four years, which will be documented in the Completion Report.

In 2008, the CSEARHAP monitoring and evaluation team sought to capture these results in order to document the downstream programming benefits that the CSEARHAP programme has had on gender mainstreaming nationally, regionally and internationally. The internal monitoring team designed a survey (**Appendix 12.3**) to review progress made on each of the 8 gender mainstreaming principles outlined in the final CSEARHAP PIP, assessing their suitability in hindsight, the extent to which they were achieved, and the recommendations for improvement in future programming. The consolidated results of the gender survey from the country teams and regional team leaders will feed into the Completion Report for CSEARHAP.

Gender Highlights from Country Reports in 2007-08 include:

- Gender-specific indicators were included in Thailand's National Master Plan for MMPs;
- Gender mainstreaming in HIV prevention was incorporated into training for uniformed services in the Lao PDR;
- Peer Education curricula and activities specific to the needs of female migrants were developed and implemented by the cross-border projects implementation teams between Cambodia and Thailand;
- Far Away From Home Club activities reached out to women migrants throughout the Mekong Delta, Vietnam;
- CSEARHAP cooperated with the with Vietnamese Women's Union to plan the inclusion of HIV and mobility into its 5-year plan;
- Support was provided to women leaders at the provincial level (Cambodia, Vietnam), and national level (all countries) in programme implementation, management, training, etc.
- A review was undertaken of all policies, guidelines, and proposals drafted to ensure that gender considerations were included and addressed.

2.2 Sustainability

One of three cross-cutting themes detailed in the Project Implementation Plan (PIP) was sustainability. As this was a long-term goal of all capacity building programmes delivered by CSEARHAP, the CSEARHAP regional team sought sustainability of results achieved and mechanisms established through the enhanced participation of national AIDS authorities and representatives in the planning, design, implementation, and monitoring/evaluation of all activities, through their improved ability to practice informed decision-making, through their ownership of all planned activities, and through a clear progressive handover of all programme components to national partners.

Given its timeframe, CSEARHAP's approach focused on what could be changed over the short-term and on building the mechanisms and systems that would continue to move the effort forward in the years following the programme. To accomplish this, CSEARHAP's sustainability strategy was developed on two levels:

- 1) Within countries, by working directly with multiple ministries and with both informal and formal groups at the national and provincial levels; and
- 2) Regionally, by working with representatives of both destination and source countries and

with regional bodies, e.g. UNRTF.

A few examples of key regional-level activities over the past few years that were undertaken with sustainability in mind have included: contributing to and strengthening the UN Task Force on Mobility and HIV Vulnerability Reduction, establishing a regional executive working group of the four countries involved in CSEARHAP (the Mobility AIDS Partnership (MAP-4)), developing and supporting regional communications networks, building capacity in proposal and report writing and M&E, convening stakeholders and enabling dialogue at the regional level, and supporting the country partners to work together within political contexts that had previously not supported such collaboration. These activities in turn supported advances at the national level: the national partners have led the development of National Strategic Plans, policy reform initiatives, institutional capacity development, national and cross-border programming, and regional coordination of collaborative efforts. Integrated national and regional operational plans to support National Strategic Plans and the regional work plans of UNRTF and ASEAN are in place. In practical terms, national teams were provided training by the CSEARHAP regional team through hands-on opportunities to analyze and develop sustainability plans for the national and cross-border projects, which ran for 12-18 months. Furthermore, all country programmes participated in regional proposal development training to build skills in resource mobilization and in national and provincial-specific training workshops targeting the multi-sectoral teams involved in CSEARHAP and HIV and mobility programming. Semi-annual and annual reports and annual work plans included detailed analyses of the steps taken to ensure the sustainability of mechanisms developed and programming implemented at the provincial, national, and regional levels. The specific steps taken and mechanisms developed are explained in more detail in the country-level Annual Reports 2007-08; however, even though they are in some instances country-specific, these steps and mechanism were all undertaken with close guidance from the Regional team.

Regionally-developed documents, such as the *Proposal Development Guidelines* and the *Best Practice Handbook*, guided the country teams in evaluating and improving their resource mobilization efforts and documenting their lessons learned. The results from both of these processes will contribute to the long-term sustainability of CSEARHAP's objectives at the national levels and, by extension, to the regional level as lessons learned are shared across countries. While CSEARHAP partners are already in a position to continue the activities begun through this programme and to disseminate lessons learned and successes to inform future initiatives, additional funding would allow them to further advance the issue of HIV and mobility in their countries and across the region.

The PIP included 9 sustainability strategies to ensure long-term effective program outcomes. The internal monitoring team designed a survey to review progress made on each of these strategies (**Appendix 12.4**), the extent to which they have been achieved, and to identify recommendations for improvement over CSEARHAP's last few months. The questions posed did not attempt to quantify the results achieved, but rather focused on collecting information on the nature and components of sustainability developed by CSEARHAP. The results of this survey will be included in the Completion Report.

The CSEARHAP approach to partnership and project management integrated elements of sustainability through a graduated handover of responsibility to country partners from the beginning of the project. Sustainability and local ownership have continued to guide the CSEARHAP approach to effective partnership: working side by side and handing over incrementally throughout the project as capacity is built. CSEARHAP has remained focused on what will be sustainable after this phase of the programme ends – such as building strong national MTWG to coordinate the country-level responses led by partners who are now better

capable of designing and managing programmes within a more enabling environment, with stronger cross-border relationships and tested regional safe mobility models. Policies have been reformed; national plans reflect mobility as a key area for attention; countries have collaborated across borders and are planning to continue to do so using the models which were developed regionally. Most importantly, mechanisms are in place for coordinating the response to HIV and mobility in four countries that will be sustained by government partners and their non-government partners. The consolidation of the partners' ability to carry on the mission of CSEARHAP has been a conscious part of programming from the beginning, leading to a wind-down that can focus on the details of validation and documentation of results.

Highlights of Sustainability in 2007-08 are mentioned in detail throughout this Annual Report, including proposal development under Output 2.2 and key partnerships with international and regional partners in Outcome 3 and Output 3.1.

3. RESULTS ACHIEVED IN 2007/08 VS PLANNED RESULTS

The Integrated Results Matrix provides a detailed presentation of regional-level activities planned, completed, and in progress. Detailed information on progress towards results in each country is provided in the individual Country Annual Reports. Each of these reports also includes an Integrated Results Matrix.

The design of CSEARHAP as a regional, rather than multi-bilateral, programme was intentional: since CSEARHAP's inception, all activities planned and undertaken at the "regional level" have focused on building strong *multi-lateral teams* with the commitment and capacity to work together nationally, across borders, **and regionally** to address issues of HIV and mobility-related vulnerability. At the same time, given that mobility itself does not recognize borders, this approach promoted and supported better coordination in the sub-regional (i.e., national and cross-border) responses to the AIDS epidemic. The CSEARHAP regional partnership approach has since become recognized as a model for cooperation in the region, as evidenced by the number of countries seeking to "join" an expanded CSEARHAP and in the project's "best practices" up-taken by UNAIDS.

Throughout the life of the CSEARHAP, activities identified and reported as "regional" have sought to facilitate and enable the national partners to think, act, plan, and work beyond their own borders, to contribute to institutionalization, and to leave the Cambodian, Laotian, Thai, and Vietnamese partners with tangible products, resources, models, and/or mechanisms in which they can take ownership. Regional-level training in the use of these products, resources, models, and/or mechanisms has focused on how the national partners must work together, must contribute to regional and international knowledge, and must become regional leaders. These activities have led to the identification of roll-out/scale-up opportunities and the establishment of requirements to ensure sustainability over the longer term. Below is a summary of results achieved regionally over the past year; where applicable, additional information about the results achieved in the partner countries is also included as they cannot be viewed in isolation from the broader regional achievements.

Outcome 1: Enabling national policies conducive to reducing risk among mobile populations are developed and reflected in gender-sensitive national plans in the context of the Regional Strategy on Mobility

Indicators: Increased participation of multiple sectors, including PLWHA, in policy review and development related to mobility and HIV; Number of new or amended policies about mobility-related HIV submitted for approval or enforced; Extent to which mobility-related HIV/AIDS policies adopt gender-inclusive approaches

Over the past year, regional-level activities undertaken through Outcome 1 sought to support the implementation and/or enforcement of policies that had been previously developed by partner country ministries and the country-level mobility technical working groups (MTWG). As such, the activities addressed specific issues and barriers to implementation for regional and national policies and legislation that addressed MMP HIV vulnerabilities. At the regional level, the Policy, Planning and Advocacy (PPA) team leader contributed to the publication of the article *Use of soft law to address HIV/AIDS in Southeast Asia* in the *HIV/AIDS Policy and Law Review* 12(2/3) December 2007 issue. The article analyzes the advantages of *soft law* (regional agreements such as the Regional Strategy) over treaty law in influencing national policies and legislation, and the challenges that remain in the implementation of soft law.

The policy, planning and advocacy advisor worked with the country teams to update the National Policy Self-Audit questionnaire and to plan for the second round of the Self-Audits that would build on the baseline audits from 2005. The finalized policy analysis tool will be used to conduct the second round NPSA, with financial support from UNRTF in 2008/09. Overall, the four country programmes continued their work towards gaining approval and enforcing a dozen policies about mobility-related HIV and the National Master Plan and Implementation Guidelines in Thailand, the amended Labour Law in the Lao PDR, several legal documents in Vietnam, and two key policies and three operational plans in Cambodia.

Country Highlights

The CSEARHAP team (national and regional) contributed directly to the development of the MoPWT basic minimum package in **Cambodia**, a set of guidelines that will inform the operationalization of the HIV/AIDS Prevention Policy for Infrastructure projects approved in 2006/07. Three-year Operational Plans for two key ministries were developed to ensure that activities started under CSEARHAP are carried on. Resource mobilization efforts for these two plans were launched in Q4 and will continue in 2008-09.

CSEARHAP **Vietnam** and regional teams supported the development of the Prime Minister's Decision on cross-border collaboration mechanism for HIV prevention. In Q4, the Ministerial Decision on pre-departure training was approved by the minister of MoLISA and the Decree was also approved by the Government of Vietnam. The Vietnam team also completed its one-year pilot support of the migrant working group, established in cooperation with the Bright Futures Network. Input from the migrant working group was elicited throughout the legal appraisal process of several key documents under development in Vietnam. During the second half of 2007/08, CSEARHAP Vietnam received technical support from the regional PPA team on the legal appraisal of a regulation on identity cards for outreach workers on HIV prevention and harm reduction activities. This advocacy issue arose during the implementation of the Far Away From Home Club in Can Tho province and is another example of the policy feedback mechanism piloted by this demonstration project.

Based on lessons learned from 2006/07, CSEARHAP **Thailand** and regional teams worked closely with core Country MTWG members to review the National Master Plan for HIV Prevention, Care and Support for gender mainstreaming MMP indicators. The final draft prepared for submission to the National AIDS Committee included gender-disaggregated indicators for all four target populations. The multi-sectoral team focused on integrating the National Master Plan for MMPs with existing plans before submitting it for approval. Unfortunately, given the political developments in Thailand in Q3/Q4, the National Master Plan for MMPs could not be submitted to the National AIDS Committee by CSEARHAP's fiscal year end, as the committee's structure and membership were under possible revision.

With support from the CSEARHAP regional team, the CSEARHAP **Lao** programme conducted

several consultations to develop the contents of the curriculum for the PDOS that resulted in approved PDOS curriculum materials for one-day, one-week and one-month pre-departure training for documented Lao workers. Feedback from a multi-sectoral group, led by key MWG members such as the MLSW, the Lao Trade Union, the Centre for HIV/AIDS and STIs and private sector representatives, included the gender-sensitivity of the content and appropriateness of activities for both male and female migrants, particularly improving condom negotiation skills.

Output 1.1: Reforms to policies and enforcement impacting mobility-related HIV/AIDS discussed among multiple sector representatives and agreed recommendations submitted to relevant authorities for approval

Indicators: Quality and level of participation of multiple sectors, PLWHA and women evident in policy dialogue/reviews related to MMP and HIV; Extent to which dialogue on policy and recommendations informs and impacts the mobility-related policy agenda

Regional-level activities undertaken through Output 1.1 sought to improve the quality of participation from relevant stakeholders, including PLHIV and women, to policy review and implementation. The result of extensive capacity building in the four project countries has been increased levels of initiative and participation on the part of the national government partners to push forward and improve legislation on MMP, and in doing so to seek out and incorporate input from those affected, such as PLHIV and women. The MTWG mechanism in each country was consolidated through output-driven meeting agendas that strengthened partnerships across various sectors and gave trainees opportunities to utilize the skills they had gained through CSEARHAP's capacity building programmes.

Regional-level consultants for CSEARHAP continued to play an integral role in the design and development of these reforms, in both advisory and technical support roles. Substantial progress was made at both the regional and country levels in 2007/08 despite technical assistance level of effort limitations imposed by budget restrictions. For example, following CSEARHAP's input into the drafting process, the Asia-Pacific Economic Cooperation (APEC) Health Ministers endorsed the APEC guidelines on HIV/AIDS in the workplace. These guidelines endorse the International Labour Organization (ILO) Code of Practice, and add specific guidance on gender and MMP. These guidelines support the continued efforts of CSEARHAP to work with APEC economies, Thailand and Vietnam, on migrant worker issues, and reinforce the goals and emphasis of the Regional Strategy.

Country Highlights

In **Cambodia**, representatives of the MoPWT finalized an advocacy plan aimed at gaining the support of key donors and relevant ministries for the basic minimum package for large infrastructure projects. The plan is the direct result of technical training delivered by the CSEARHAP team on advocacy and reflects a proactive advocacy strategy on the part of the MoPWT to gain the support of the necessary stakeholders in the infrastructure sector.

In the **Lao PDR**, although at a slower pace than in other countries, the MTWG continued to meet quarterly, actively reviewing the progress of the demonstration projects and contributing to the content of the PDOS curriculum. Representatives of PLHIV groups, over half of whom are former MMP, were involved in all of the consultations, including members of the Lao Network of Positive People (LNP+) and the Happy Families self-support group.

In **Thailand**, the CSEARHAP team and country Mobility Technical Working Group (CMTWG) members worked closely with the Action Network for Migrants (ANM) to conduct advocacy activities in response to a provincial decree in six provinces that restricts the rights of MMP,

severely curtailing freedom of information gathering and access to services outside working hours. Furthermore, in conjunction with ANM, activities were planned and conducted for Migrants' Day. Voices of migrants and research of the media coverage of their stories informed a one-day media workshop with the printed media and the CMTWG in Thailand. The concept of the training was based on the generally sensationalist and negative attitude taken towards migrants in articles in Thai newspapers, some of which proposed that migrants brought HIV to Thailand. The media workshop focused on advocating for a fair coverage of migrant stories in the printed media, based on the evidence collected by the needs and situation assessment. As the Thailand Focal Point presented at the advocacy-focused UNRTF meeting in Q3, engaging migrant representatives to directly advocate with the printed media had demonstrable results in the coverage of MMPs issues.

In **Vietnam**, consultations with the Ministry of Justice (MoJ) by the regional advocacy team and CSEARHAP Vietnam led to the adoption of a PDOS requirement in the Law on sending Vietnamese workers overseas. The inclusion of the PDOS occurred after consultations by the MoJ with PLHIV representatives, although MoLISA is the ministry in charge of developing and regulating the decree and content of PDOS. Various consultations resulted in the development of a PDOS curriculum. Following the approval of the Ministerial Decision on pre-departure training by the minister of MoLISA, the refined curriculum and training could be conducted on a regular basis by labour export agencies and enforced by MoLISA. The MTWG in Vietnam has also had significant input and support from the PLHIV group Bright Futures Network, which established a sub-group in cooperation with CSEARHAP for migrants and mobile populations. The outcomes of this group informed the MTWG on MMP perspective as well as PLHIV perspective on policy issues, constituting a key element of MMP HIV vulnerability policy reform in Vietnam. The legal appraisal process of several key documents in Vietnam has included important feedback from this subgroup (see Vietnam Annual Report 2007/08 for further detail).

Output 1.2: Improved process and coordinating mechanisms in place to manage *national plans and funding*

Indicators: Increase in resources allocated to mobility-related HIV prevention in targeted sector budgets; Number of government ministries and other organizations involved in mobility-related HIV/AIDS prevention work plans.

As policies and work plans that address MMP issues move toward implementation in CSEARHAP's partner countries, the number of engaged and supportive stakeholders across to region (including government ministries, non-governmental organizations, and international organizations) has increased. However, in some instances, restricted ministerial budgets have significantly limited the opportunities for implementation. At this point in CSEARHAP's implementation, circumventing these obstacles to work plan and policy implementation has become a key concern, and has resulted in the focus on developing proposals to increase resources for policy implementation. The regional team prepared materials for and built local capacity among the country teams to develop and submit country-specific proposals throughout the remainder of the project. The Proposal Development Guidelines Version 3 drafted during the first two quarters of 2007-08 were reviewed and finalized by the teams in preparation for a proposal development workshop held during MAP-4 in December 2007. The main components of the Proposal Development Guidelines provide information on how to research and map donors and partners interest, conduct a rapid needs and gaps assessment for HIV and MMP programming, a sample concept paper, logical framework and budget, and tips on approaching

³ http://www.csearhap.org/News.php?mode=nd&c_id=11&sc_id=0&n_id=39

donors with proposals already developed.

In Cambodia, after significant delays, the Ministry of Labour and Vocational Training finalized the draft of its three-year Operational Plan, which now includes MMP-related activities and monitors the implementation of the Prakas 108 on pre-departure training. The development and approval of this document constitute a significant improvement in the capacity of the MoLVT for work planning and resource mobilisation. The MoPWT in Cambodia also experienced funding-related delays in implementing its work plan and now has elaborated the work plan to include detailed budget estimates and monitoring frameworks, ensuring transparency and accountability for potential donors. The MoPWT prepared the budget and monitoring plan as part of a proposal to ADB that is currently awaiting ADB approval, which was expected by January 2008. The CSEARHAP Cambodia Country Program Manager (CPM) and Focal Point (FP) provided ongoing technical support in developing the work plan and proposal for ADB funding.

The Lao MTWG utilized one of its regular meetings to launch a resource mobilization process. Key ministerial and mass organization representatives utilized the rapid needs assessment, part of the Proposal Development Guidelines, to analyze the current response and gaps for MMP and HIV-related activities. The expression of interest for the national proposal of Round 8 for the GFATM was built upon these results, and focused on the need to strengthen the NCCAB as the MTWG secretariat and lead institution in the multi-sectoral planning and implementation of initiatives that address the HIV vulnerability of migrants and mobile populations.

By March 31, 2008 the Thailand Focal Point had initiated the process of developing a sub-regional GFATM Round 8 proposal with its CSEARHAP colleagues in Lao and Cambodia, due in July 2008. More detailed information on the proposal will become available through the planning stages to take place in April-June 2008.

Outcome 2: Strengthened national capacity to collaborate regionally on mobility-related HIV/AIDS programmes

Indicators: Number of new cross-border/regional mobility HIV/AIDS prevention initiatives proposed that reflect implementation of the Regional Strategy; Evidence of effective information sharing and improved coordination of initiatives.

Through Outcome 2, the CSEARHAP regional team sought to ensure that the ability of the national partners to work collaboratively across borders was improved. This in turn would help to ensure that, over the longer term, CSEARHAP achievements at the country level will be scaled up to the regional level and beyond. Two major bilateral initiatives commenced this past year to support regional collaboration. The first was led by the Government of Vietnam, which sought to develop a Decision allowing for provincial-level departments to initiate and develop policies on cross-border migrants and HIV vulnerability reduction between Vietnam and Lao PDR and Vietnam and Cambodia. This marked a significant step on the part of the Vietnamese Government, which usually concentrates the policy-making power at the central level. The powers of the provincial authorities were laid out clearly following consultations coordinated by CSEARHAP Vietnam and UNAIDS through the HIV and Law working group.

The second initiative involved Cambodia and Thailand, which have initiated a cross-border radio programme targeting Cambodian migrants in Thailand. This is the result of continuous dialogue on how to improve the cross-border collaboration between the two countries, and investigation into innovative strategies for achieving common goals in HIV vulnerability reduction. Designed in cooperation with Equal Access and the Raks Thai Foundation, the project implementation plan and budget were developed and agreed upon by all parties in Q2. Implementation has been ongoing, focusing on developing story boards for ten episodes, six of which were in transmission

in selected locations frequented by target group members.

The finalization of two Cambodia-Thailand cross-border project designs was followed by successful piloting of HIV prevention activities for the various target groups. Initial results from monthly monitoring activities point to target populations successfully reached, including deported migrants, fishermen and other cross-border undocumented migrants. A third cross-border project design was jointly developed with Equal Access and Raks Thai foundation. The aim of the project is to develop a satellite radio programme in Khmer to reach Khmer migrants in Thailand.

Based on discussions with the external monitoring team from Universalia in December 2007, the Thailand and Cambodia teams worked closely to coordinate the final evaluation of the two cross-border projects. Facilitated by CSEARHAP's regional monitoring and evaluation team, the country teams jointly agreed that the evaluation process would:

1. Be participatory and concentrate on building the capacity of the provincial teams to conduct evaluations, based on their request to use evaluation skills in other projects – a self-evaluation workshop guided by M&E experts;
2. Use the jointly-agreed Logical Framework Analysis (LFA) and Monitoring and Evaluation Framework (MEF) documents for each project to evaluate the extent to which the projects met their objectives;
3. Collect lessons learned from both provincial mobility working groups by equipping the provincial teams with the tools to draw these lessons, rather than focus on the specific results achieved.

In practical terms, the Thai and Cambodian teams coordinated the following evaluation process:

1. TOR of consultants/trainers for M&E training/self-evaluation workshop (see **Appendix 12.5**);
2. Questionnaires and M&E training materials developed were shared among teams;
3. Reports prepared by the consultants will have the same structure so that they can be easily compiled into a joint cross-border report and will document both the results of the M&E training and the self-evaluation components;
4. Joint meeting will be held for each of the two cross-border projects to share lessons learned from the M&E training and the process on each side, as well as share thoughts on current and future cross-border initiatives (2008-09).

Output 2.1: Knowledge and skills of national AIDS agencies and ministries in different sectors managing programming, mainstreaming gender, and mobilizing appropriate resources related to HIV and mobility improved

Indicators: Number of viable, gender-based, regionally-focused mobility-related HIV proposals/concepts developed for potential funding; Demonstration of information sharing and coordination of resources related to HIV and mobility

In Q1 and Q2, the regional team focused on the development of an Association of South East Asian Nations (ASEAN) proposal for the GFATM Round 7, in order to contribute to longer-term, sustainable funding to address issues of MMP vulnerability to HIV across the region. In addition, a number of other results were also achieved with regard to proposal development and cross-border collaboration. As such, Asia Pacific Network of People Living with HIV/AIDS (APN+), CSEARHAP Regional, and the UNRTF worked closely to produce Proposal Development Guidelines for CSEARHAP country teams and MTWG to assist in developing small grants proposals to support MMP capacity building and interventions after CIDA support ends.

In **Cambodia**, an ambitious training plan for the national demonstration project team was

carried out, on the model of hands-on practical application of skills learned. In particular, a report writing training workshop allowed the team to reflect on cumulative results for the last year and to make an initial review and adjustments to the year ahead based on the assessment of progress over the past year of implementation. All training workshops have included significant participation from female members of the provincial working group or volunteers, and a number of the trainings have also involved the provincial working group PLHIV representative.

In **Vietnam**, after an extensive consultation and review process with the Ford Foundation, the proposal for funding from the Foundation was rejected on the basis of revised donor priorities in the United States. The CSEARHAP Vietnam team will nonetheless have the opportunity to revise the concept paper and resubmit it as the Ford Foundation has expressed interest in funding an implementation of the Prime Minister's Decision on a cross-border mechanism for HIV prevention.

An additional opportunity for information sharing on HIV and mobility in Vietnam was the finalization and dissemination of the report on a comprehensive review of data on mobility and HIV in Vietnam finalized by the Regional Team leader for Policy, Planning and Advocacy. Both full and summary reports are available on UNRTF's and CSEARHAP's websites in English and Vietnamese. A note on this report was sent to relevant UNAIDS, UNDP, international organizations such as IOM, ILO and donors such as ADB, Ford Foundation and Rockefeller Foundation. A summary of the report is available on the CSEARHAP website⁴.

Finally, a project proposal to continue the best practice of the Can Tho demonstration project and workplace interventions was given a 10,000 USD grant as part of the VAAC/World Bank Innovation Day in Vietnam.

In the months preceding and following the Proposal Development training at MAP-4, the country teams worked closely with the regional team to develop several concept papers/proposals.

Cambodia

- HIV prevention for deported migrants in Banteay Meanchey
- HIV prevention for long-distance truck drivers on National Routes #4 and #5
- 1% Rule Implementation and Monitoring and Evaluation Plan (ADB)

Lao PDR

- NCCAB Strengthening - Expression of Interest for GFATM Round 8
- HIV Prevention for Uniformed Services: military and police in the Lao PDR (Danish and Lao Red Cross)

Thailand

- Pre-departure orientation seminars for Thai overseas workers

Vietnam

- Far Away from Home Club in Can Tho
- Addressing the HIV vulnerability of Female Migrant Workers in Vietnam (Ford Foundation)

Output 2.2: Cross-border and regional issues of MMP addressed through constructive dialogue with regional counterparts

Indicators: Frequency of migrant-friendly and gender-balanced collaboration on cross-border HIV issues; Evidence that analysis of MMP is shared and used by both source and destination countries in ways that protect and promote equal rights to health and confidentiality

⁴ http://www.csearhap.org/News.php?mode=nd&c_id=11&sc_id=0&n_id=39

Bilateral dialogue in the four countries has continued and improved over the last twelve months with the support of the Regional team, particularly through the implementation of the Cambodia-Thailand cross-border projects.

In **Lao PDR**, the Savannakhet project team was able to reorganize structurally into the MAP Savannakhet coordinating mechanism in response to challenges encountered in 2006-07. MAP Savannakhet representatives participated equally in the preparations for the social marketing activities at the Boat Racing Festival with the Mukdahan counterparts in Thailand. This included participation in the review of baseline research on cross-border mobility during the festival and the design of IEC materials appropriate to the local populations. Feedback from the Lao representatives was crucial to tailoring the messages and content of the materials to Lao youth.

In **Vietnam**, CSEARHAP worked closely with the Department of Legislation at the Ministry of Health to support the development of the Prime Minister's Decision on a Cross-Border Coordinating Mechanism for HIV Prevention, a direct result of the bilateral meeting held in Siem Reap in 2006. This Decision allows for provincial-level agreements across the borders with Cambodia and Lao PDR that address the needs of cross-border migrants with regard to HIV vulnerabilities. Given the centralized nature of the Vietnamese government, this act constitutes a serious commitment on the part of the central government to ensure quality and relevant programming between Vietnam, Lao PDR and Cambodia. For CSEARHAP, this was an unplanned result, as the Vietnam component of the project did not plan to have any cross-border results.

In Can Tho, the level of interest in the FAFH Club model for scale-up and duplication has increased, resulting in a study tour to the Club by officials from the Office of Social Affairs from the Mekong Delta region of Vietnam. A national-level study tour also took place, with MTWG representatives from the Department of Social Evils Prevention (DSEP), Vietnam Administration for AIDS Control (VAAC), Ministry of Justice, Office of Social Affairs (National Assembly), Women's Union and Bright Futures Network visiting the FAFH Club for the purpose of potential scale-up to other regions of Vietnam. In the meantime, MoLISA used the FAFH Club as a model of good practice at their upcoming national conference and several provincial authorities have already expressed interest in its replication in other provinces. In Q3, a concept paper developed from the Can Tho mobility working group won a \$10,000 grant during the annual Innovation Day sponsored by the VAAC and World Bank.

The two cross-border projects between **Cambodia** and **Thailand** have contributed to improved knowledge on reducing the HIV vulnerability of MMPs, particularly by improving the capacity of the provincial MTWG to tackle issues that limit the access of MMPs to migrant-friendly health services. The Banteay Meanchey – Sra Kaeo and Koh Kong – Trat demonstration projects succeeded in training border officials and peer education teams on the main issues faced by MMPs in these areas, including exploitation during deportation and job recruitment. More information on the progress of these demonstration projects is available in the respective country annual reports.

Finally, the cross-border satellite radio programme for Khmer migrants in **Thailand** designed in Q2 has offered information on HIV prevention and access to health services to all migrants it reaches through a series of 10 episodes developed through cooperation with EqualAccess and the Raks Thai Foundation. More information on this cross-border project is available in the country annual reports and work plans.

Outcome 3: Regional cooperation and coordination strengthened to address common issues on mobility-related HIV policies, plans and programmes

Indicators: Level of consistent participation of governments, international organisations and members of civil society in MAP-4; Evidence of improved coordination and harmonization of mobility-related HIV policy recommendations, resource allocations, projects and programming

Building the capacity of national government partners to participate in and provide meaningful input to regional and international events has been the key focus of activities undertaken through Outcome 3. Unfortunately, due to time and budget restrictions, no MAP-4 meeting was held in Q1/Q2. However, significant progress was made in bilateral discussions between MAP-4 countries on cross-border issues, and the completion and uptake of best practice documentation marked the achievement of significant results as discussed below. The MAP-4 meeting held in December 2007 enabled the four country teams to share experiences and lessons learned on the demonstration projects, advocacy, and proposal development. The CSEARHAP country teams demonstrated the significant improvements made in their leadership and advocacy skills by making several presentations to their colleagues from UNRTF countries.

In recognition of the value of lessons learned through CSEARHAP's regional approach, UNAIDS agreed to publish two best practice cases from the CSEARHAP experience: the FAFH Club in Vietnam and the policy development process for the basic minimum package for HIV prevention in infrastructure projects in Cambodia. These best practices were also presented at the 8th ICAAP in Colombo, in addition to the advocacy process for the Law on HIV Prevention for MMPs from Vietnam, the long-distance truck drivers demonstration project from Cambodia, and the draft National Master Plan for HIV Prevention, Care and Support for MMPs from Thailand.

CSEARHAP best practice documentation was continued in Q4 when the data collection process was launched for two additional cases. The focus of these two additional cases is on CSEARHAP's original contributions to HIV prevention among MMP through the regional approach and the MTWG mechanism. The finalization of the CSEARHAP Best Practice Handbook Version 5 guided the identification and documentation of lessons learned by the country teams.

Output 3.1: Regional coordination mechanisms, including MAP-4, developed to facilitate implementation of regional strategy on mobility.

Indicators: TOR and clear mandate endorsed for MAP-4 that addresses key elements of MMP vulnerability and linked to UNRTF; Evidence of harmonization of programme resources, financial and non-financial, among MAP-4 members; Evidence of contribution to lessons learned and global best practices, including gender mainstreaming.

The CSEARHAP regional team continued to support the country teams and the MAP-4 to contribute lessons learned and global best practices through a number of fora over the past year. In doing so, the team also fostered advances in the attempts of the national partners to harmonize resources not only among the MAP-4 members, but regionally.

Global Fund to fight AIDS, Tuberculosis and Malaria

Meetings were held in Bangkok, in conjunction with the semi-annual UNRTF meeting, to validate the ASEAN Regional GFATM proposal draft. The GFATM proposal was finalized in all

⁵ http://www.csearhap.org/News.php?mode=nd&c_id=11&sc_id=0&n_id=39

countries and presented to the Country Coordinating Mechanisms (CCM) for approval in advance of the July 4 deadline. This involved extensive work on the part of many CSEARHAP country staff, as well as technical support from Regional staff, particularly as CSEARHAP partners were selected as regional sub-recipients for the proposal. Despite some delays in approval from the Vietnam CCM, the regional proposal was submitted with a national component on HIV and mobility for each CSEARHAP country. The main goal in each country component was to scale up successful activities and structures already established through CIDA-funding, such as the MTWG at the national and provincial levels. The CSEARHAP Cambodia team also supported the NAA in obtaining coordination funds for mobility and other technical working groups from the successful national-level Round 7 proposal to the Global Fund. In March 2008, country coordinating mechanisms and national AIDS authorities in Thailand and the Lao PDR started the process of developing expressions of interest for the round 8 of Global Fund proposals, including regional coordination and multi-sectoral coordination on HIV and mobility.

UN Regional Task Force on Mobility

The UNRTF semi-annual meeting was held for one day prior to the GFATM validation meeting. The meeting resulted in the handover of the UNRTF mechanism from the existing manager to the transitional team, lead by the CSEARHAP Regional Director. The meeting also outlined the transition phase of the UNRTF, given funding realities, and highlighted the strengths and weaknesses of the past two years with the presentation and distribution of the external evaluator's report.

Since the handover to the transitional team, UNRTF and CSEARHAP teams have consolidated their partnership for implementing the Regional Strategy on Mobility and HIV Vulnerability Reduction, further harmonizing regional resources. One joint activity has included the final preparations for the launch of the *Journey Home* video, including drafting the Facilitator's Guide and translating the video into the national languages of member countries. Following the approval of the Facilitator's Guide, the UNRTF started coordinating its translation and the launch kit for the *Journey Home* video.

8th ICAAP in Colombo, Sri Lanka

The CSEARHAP regional policy, planning and advocacy staff organized a preparation seminar for Vietnamese attendees with UNAIDS. This provided a good advocacy opportunity for CSEARHAP as government officials, INGOs and CSOs were all in attendance. At the conference, presentations were made by CSEARHAP on workplace HIV policy and advocacy for policy on HIV and mobility, which contributed to the mobility and migration focus.

The CSEARHAP-produced video "Journey Home" was presented at the Conference as a work in progress and feedback was recorded in order to finalize production of the materials. Bilateral talks were held with the ADB representatives at the conference on the development of concept papers for the basic minimum package for large infrastructure projects, with CSEARHAP Cambodia as a pilot programme site.

CSEARHAP's policy, planning and advocacy team self-funded their participation in ICAAP to highlight the importance of a strong presence advocating for MMP in the region.

Although it is difficult to link participation in regional events such as ICAAP and IAC with direct results in the field of HIV prevention for MMP, there is a clear understanding among stakeholders that the discourses at these events contribute to a build-up of momentum that eventually results in major milestones and decisions taken at the regional and national level. The concept of transforming regional "soft law" and recommendations into national policy

commitments and “hard law” has been recognised in the UNAIDS Best Practice on Cambodia and CSEARHAP newsletter Vol. 2-03.

ASEAN

The Vietnam CPM participated in the 3rd ASEAN Civil Society Conference on migrants’ rights in Singapore. This three-day conference was organized by Migrant Forum Asia to promote ASEAN Declaration on the protection and promotion of the rights of migrant workers and other initiatives in the region on rights of migrants. Experience from Vietnam was shared and recommendations for the development of the Instruments of ASEAN Declaration were made with emphasize on HIV mandatory testing and pre-departure training for migrant workers. ASEAN is the most important regional body where high level leaders make commitments for policies and laws that could be followed up at the national level, therefore it is an important mechanism for contributing to lessons learned and global best practices.

Best Practice Documentation

Extensive discussions were held with the UNAIDS Best Practice Manager in Geneva regarding the Cambodian and Vietnamese best practice concept papers. This resulted in approval for UNAIDS co-sponsorship with CSEARHAP and UNRTF for the publication and distribution of expanded Best Practice documents in the region. Additional support for the approval process was given by the UNAIDS Regional Support Team in Bangkok. This initiative will further raise awareness for the need to scale up support for vulnerable MMP and highlight the active joint role of CSEARHAP and the UNRTF.

The Vietnamese best practice document ‘*The Far Away from Home Club: HIV prevention and policy implementation for sex workers and migrant labourers in Vietnam*’ and the one from Cambodia ‘*Developing a Comprehensive Policy for Mainstreaming HIV Prevention in the Infrastructure Sector in Cambodia*’ were submitted to UNAIDS Geneva for review; both are currently awaiting editorial and publishing approval.

Based on the Best Practice Handbook, the regional team started collecting feedback and data for the development of two additional best practice documents, focusing on the CSEARHAP regional approach and the MTWG mechanism as a practical and effective approach to addressing cross-sectoral issues such as MMP vulnerability to HIV. These two unique features of the design of CSEARHAP will be documented and shared at MAP-4 in May 2008 to ensure that lessons learned and challenges encountered can inform future programming on MMP and HIV vulnerability reduction in the region and internationally.

International AIDS Conference (AIDS2008)

The Regional Team supported the country teams to develop and submit abstracts and scholarship applications for the AIDS2008 Conference in Mexico. A total of 13 abstracts were submitted. The submission and presentation of these abstracts at a global gathering on HIV issues will share CSEARHAP experiences and lessons learned, in particular with regards to the new and developing discourse of HIV and mobility-related vulnerability of internal and cross-border migrants. The submitted abstract titles were:

Cambodia

1. Advocacy for development and implementation of the 1% rule for HIV vulnerability reduction in infrastructure projects in Cambodia
2. Improving efficiency and effectiveness of Cambodia and Thai provincial government bodies responsible for the health of migrants: a model for cross-border collaboration on HIV prevention

Lao PDR

3. Capacity building and advocacy materials to address stigma and discrimination against migrants and mobile populations in Lao PDR
4. Mainstreaming HIV prevention in pre-departure orientation seminars curriculum through multi-sectoral cooperation in Lao PDR

Thailand

5. Sense and Sensitivity: Culture and message development for a cross-border AIDS campaign in Thailand
6. Diversity: A multi-sector cooperation in “a handbook to heaven” project to campaign AIDS prevention in Mukdahan, Thailand
7. Using the multi-sectoral team approach in capacity building for institutions responding to HIV and AIDS among migrants and mobile populations in Thailand
8. “Today for Tomorrow” HIV prevention via satellite radio for current and potential Cambodian migrants to Thailand
9. Analysis of Actual Responses to Needs for Comprehensive HIV Prevention and Care among Immigrants in Samut-Sakorn Province, Thailand

Vietnam

10. Advocacy for pre-departure training on HIV/AIDS and STIs for Vietnamese migrant workers
11. Advocacy for a legal framework for cross-border interventions for migrants and mobile populations in Vietnam
12. PLWHA empowerment in fighting stigma and discrimination in Vietnam
13. Meaningful involvement of migrants and mobile populations in HIV-related policy development in Vietnam

4. PROJECT MANAGEMENT

4.1 Work Planning

AWP 2007-08 for countries and regional were approved at the PSC in June 2007. In addition, the Regional work plan for 2008-09 was approved. The AWP 2008-09 critical path was developed with input from the regional team and is included in the regional AWP 2008-09. This was reviewed in more detail at the Project Steering Committee in Q3 2007-08 using detailed guiding questions from the CIDA Project Team Leader. Following the internal monitoring report in January, the Annual Work Plans were revised based on (i) the comments and guidance from the PTL, and (ii) improved knowledge of the progress and completion of planned activities for 2007-08. The country and regional annual work plans 2008-09 submitted to CIDA reflected both these considerations. The assets inventory and handover plan is included as **Appendix 12.7**

4.2 Financial Management

The new financial system implemented in the last half of 2006/07 has improved the quality of field financial reporting and streamlined a common system for the preparation of monthly and quarterly field reports to the CEA. Field-level financial management at the Regional Office has proven to be a more effective approach to effectively controlling financial administration and providing clear management information to the Regional Director.

Preparations were made for the CIDA auditor’s visit. The auditor worked closely with the CSEARHAP Budget, Planning & Programming Manager to review all necessary materials at the end of Q2.

4.3 Programming Management

After extensive negotiations and with the approval of CIDA in April 2007, CSEARHAP moved out of the IDS office and ended the contract with IDS for its administrative services. This improves the efficiency of the CSEARHAP office in Bangkok, circumventing administrative and logistical barriers that were intractable. Cost-savings were not as great as projected, as CSEARHAP will have to forfeit fixed capital investments originally shared with the other projects in the IDS office and paid for by CSEARHAP. Currently well documented issues remain to be resolved by CIDA and payments are outstanding to and from CSEARHAP. However, future operating costs will be substantially lower as a result of this decision and the real gains from the move far outweigh any imposed financial losses.

4.4 Monitoring and Reporting

Extensive revisions to country and regional annual report and annual work plan documents were made following comments submitted to CIDA by the CIDA monitor, and the national and regional AR 2006-07 were approved at the PSC in June 2007.

Following the preparation of the initial Country and Regional AWP 2007/08, revisions were made to the 2007-08 budgets. Country teams were consulted on how budget revisions affected activities planned and implementation schedules in order to prepare accordingly for semi-annual reporting in Q2 and to facilitate the extensive revisions to the narrative country and regional AWP documents undertaken prior to the PSC. However, the final cuts and revisions in the country and regional budgets, which took place later, were not reflected in the narratives. The SAR 2007/08 documents were approved at the mini-PSC held in Vientiane in December 2007.

Following the advice of the Universalis external monitoring team, the internal monitoring team worked closely with the regional and country teams to develop Results Documentation lists based on the Performance Measurement Frameworks. In order to ensure that a comprehensive pool of documents is available to support results at the provincial, national and regional level, the Results Documentation list will facilitate the preparation for results validation at the project completion workshop in May 2008. The regional Results Documentation list can be found in **Appendix 12.6**.

Presentation of a CSEARHAP concept paper on co-indicators for MMP was made to the UNAIDS Director of Evaluation and his team in Geneva. Development of these indicators could contribute to Phase 2 of the 'Set of Recommended Additional Indicators' for national HIV/AIDS monitoring. The CSEARHAP MMP indicators also contributed to the GFATM submission. The M&E Officer followed up with the UNAIDS Regional Support Team in Bangkok on the progress of these indicators in Q4.

4.5 Communications

The Facilitation Guide for the video is undergoing final revision and will be finalized shortly. The final version of the DVD will have six languages and six subtitle options for use in four CSEARHAP programme countries. UNRTF has confirmed its support in translation and distribution in 5 countries (Cambodia, Lao PDR, Thailand and Vietnam, with support from UNAIDS for Myanmar).

The process of information sharing was completed by translating the CSEARHAP newsletters into the four national languages and making them available on the country websites. Although no new newsletters were issued due to limited funding, the focus of all communications activities for 2007/08 was and will continue to be web-based dissemination of all communications materials in English and four national languages, including best practices and

case studies from completed components of the project.

4.6 Project Steering Committee

The mini-PSC held in December 2007 in Vientiane, Lao PDR covered several topics including: (i) presentation and approval of country and regional Semi-Annual Reports 2007-08, (ii) summary of external monitoring trip by Universalia team, and (iii) review of AWP 2008-09 based on detailed guidance from CIDA PTL for CSEARHAP mainly initiated because the funding remaining for implementation was not enough for high-quality implementation of activities through September 2008. Resulting from this discussion, upon the CIDA Project Team Leader's prompting, the country teams developed a list of activities that would be improved, were there to be additional funding available to the country teams in the field for 2008-09.

5. CHANGES IN THE PROGRAMMING ENVIRONMENT

Mobility and mobility-related HIV vulnerability issues have become increasingly important for governments, civil society and international organisations in the region, in part as the result of the continued efforts and advocacy undertaken this year by CSEARHAP and the UNRTF. CSEARHAP is now a significant actor in addressing the issues of mobility and migration and HIV vulnerability in the GMS. It has become clear at UNRTF fora that CSEARHAP has taken a leading coordination and harmonization role in the implementation of the *Regional Strategy* and this has resulted in extremely active and high profile involvement in the last year. This is the case both regionally and in countries; many UNRTF partner countries recognize that CSEARHAP is leading by example in areas of advocacy, national policy review, development and enforcement, and piloting safe mobility models of addressing the HIV vulnerability of MMP.

No negative contextual changes at the regional level have significantly affected project performance. However, political events and the ongoing risk of avian flu continue to be monitored closely. National-level changes are noted in the individual country reports.

6. FACTORS AFFECTING PERFORMANCE

The following factors affected performance in 2007/08 at the regional level. Factors affecting performance at the national level have been noted in the individual country reports.

Partnerships

Developing collaborative and positive partnerships with national governments and the development community has been an extremely important activity for CSEARHAP. The relationships with national partners are strong. Similarly, the relationships with regional organizations that are members of the UNRTF and MAP-4 are very productive. These are very important factors that have had an increasingly positive impact on CSEARHAP results.

Programming

CSEARHAP is a very dynamic programme and as such, requires intensive effort to manage and implement so many activities in five locations under constantly changing circumstances. The project is moving very quickly now and the on-site involvement of numerous consultants and staff has created hectic schedules that requires significant coordination at the Regional Office.

In spite of a demanding schedule and the need to provide programming support and assistance to a diverse group in each country, progress on programming has exceeded expectations and all plans have been met. The main factor affecting positive performance in programming is the quality of the CSEARHAP team. CSEARHAP staff and consultants have devoted considerable personal time to completing a large volume of work each quarter. The enthusiasm, dedication and long hours contributed by everyone in the field and in Ottawa has advanced programming

submitted with the SAR 2007 and the AWP 2008/09 was developed based on these revised financial estimates.

Subsequent discussions between the CEA and CIDA resulted in agreement to reduce the timeframe of the extension to nine months, with the project end date October 31, 2008. Achieving expected results under this shortened time frame and limited budget has been the highest priority in developing the Annual Work Plan 2008/09. Achieving expected results and ensuring a careful and considered project closure process was the main concern in the revisions to the AWP 2008/09 undertaken in March 2008.

The CIDA audit conducted in September 2007 reported a number of adjustments to financial reporting. In particular, the outstanding financial issues with IDS and future obligations of CSEARHAP to closure of the joint office in 2009 were highlighted. These issues remain to be resolved between the CEAs of the regional projects with guidance from CIDA. In addition, an adjustment of approximately \$49,000 has been suggested by the auditor which we hope CIDA will reconsider given that the auditor's adjustment is based on an understanding of particular contract clauses that contradict what the CEA believes it had previously clarified with CIDA.

Estimated financial results for 2007/08 are over plan for 2007/08. This effectively reduces funding available to support activities in the remaining months of CSEARHAP; this situation is being addressed by the project team. The Gantt chart on project closure included in the Addendum to AWP 2008/09 captures the activities and proposed LOE required for closure.

7. LESSONS LEARNED & RECOMMENDATIONS

7.1 Lessons Learned

Mobility Technical Working Groups are the foundation upon which sustainability can be built: The formation, strengthening and expansion of the MTWG are critical to sustainable development of HIV prevention among MMP and are the focus of CSEARHAP work at the national and provincial levels. These mechanisms operationalize the multi-sectoral approach through joint policy review, capacity building and implementation of initiatives on HIV and mobility.

Significant technical assistance is critical to successful capacity development in each country: Technical Assistance from qualified and experienced consultants in the form of mentoring, provision of appropriate tools, and modeling of effective approaches is essential to public sector reform and the creation and maintenance of viable structures and mechanisms at the country and regional levels.

Gender mainstreaming is a useful but inadequate long-term approach to reducing the HIV vulnerability of mobile and mobility-affected women and young girls: Gender mainstreaming is not sufficiently effective when addressing the vulnerability of mobile and mobility-affected women. New approaches and a better understanding of the needs and situations of this important population are required. CSEARHAP is working with partners to develop various models and approaches at source and destination to address this important issue.

Regional programming is complex, with no single overarching solution to the causes and effects of mobility and migration: The design and delivery of regional programming requires full and active commitment from all stakeholders and a willingness to adapt and change with new challenges in a rapidly changing environment. A participatory approach to resolving new problems as they arise takes time and depends largely on the relationships and mechanisms developed. Results at the regional level must reflect the contribution of national programming to

the regional component and vice-versa.

A holistic approach to the HIV vulnerability of MMP must address both the effects and underlying causes if it is to be effective: Successful development is multi-faceted and integrated. Isolating issues without addressing their context is at best temporary and at worst, prolongs resolution of the real problems that are faced by MMP and their families. Coordinating this multi-faceted approach to solving a very large problem is not the role of CSEARHAP. However, ensuring that everyone engaged in development plays their part in a coordinated environment is the responsibility of all development stakeholders. CSEARHAP is playing its part and keeping the focus on the larger issues and solutions that must be addressed through the cumulative efforts of all actors by pushing the discourse of safe mobility models forward through the multi-sectoral teams.

Harmonization with other actors and integration of programming is essential to addressing the problem of HIV vulnerability of MMP: Partnership with other regional organizations and programmes is an effective approach to maximising the impact of HIV prevention programming and sharing resources is an important component of this integration.

Meaningful involvement of migrant and mobile populations (MIMP) is critical to designing appropriate policies, plans and programmes to address their vulnerability to HIV: Appropriate HIV prevention programming requires the meaningful involvement of mobile and migrant populations (MIMP) and should be a key guiding principle of all activities.

Cost effectiveness is a priority in development programming: Cost effectiveness is a priority for CIDA and for CSEARHAP and this can only be achieved if systems and procedures are streamlined and well documented. The prototype structure developed for CSEARHAP is a good example for other regional programmes and should be well documented for use by other projects. Although there is room for improvement, the regional to national to provincial model used by CSEARHAP is relatively more cost efficient than other CIDA and non-CIDA funded regional and sub-regional initiatives.

7.2 Recommendations

- Continue to support an innovative and iterative approach to integrated programming design and implementation.
- Provide ongoing opportunities for regional programme staff to share ideas and resolve mutual issues; reduce costs by sharing office space, materials and technical assistance where possible.
- Support the partnership and harmonization approach developed with regional organizations involved in HIV prevention and encourage the sharing of technical, financial and product resources and sources of funds.
- Support a review and revision to gender approaches to protecting the rights of women in the region who are vulnerable to HIV.
- Support the meaningful involvement of MIMP as an essential principle of HIV prevention programming.
- Resolve the outstanding financial issues documented in the CIDA Audit Report with the CEA as soon as possible.
- Design and document guidelines that are provided to regional programmes at start-up, in an updated and comprehensive Regional Programme Operations Manual.
- Recognize the diversity of programming partners in each country and adjust expectations as recommended by field management.

8. SUMMARY OF KEY EVENTS

<i>Activity</i>	<i>Timing</i>
QUARTER 1	
Completion of PSC 2007 Documentation	April/May
CIDA/CEA Meeting in Ottawa	April 25
GFATM Proposal Development Meetings	May 24/25
UNRTF Semi-Annual Meeting	May 23
Newsletter Q1	cancelled
Stigma & Discrimination Country Programmes	May & August
GFATM Proposal Submission to Geneva	July 2
PSC Meeting	June 14/15
QUARTER 2	
Stigma & Discrimination Country Programmes Preparation	May & August
8th ICAAP Conference, Colombo, Sri Lanka	August 19-24
Newsletter Q2	cancelled
CIDA Audit	August/September
Best Practice Documents in Cambodia and Vietnam	August-October
Internal Monitoring Mission	September
QUARTER 3	
Reporting and Planning Workshop (SAR and AWP)	October
Stigma & Discrimination Trainings Country Programmes	October, December
CIDA Monitoring Mission	November/December
MAP-4/UNRTF	December 3-4, 6-7
Project Steering Committee (mini-PSC)	December 5
Advocacy Trainings Preparation and Delivery	December
<i>Journey Home</i> Advocacy Video & Facilitator's Guide launch	December
QUARTER 4	
Abstract Submission for IAC2008, Mexico City, Mexico	January
Case studies of cross-border, national demos documented	February
Internal Monitoring Mission	January/February
CIDA Evaluation	February/March
Revised AWP 2008/09	March

9. RISKS AND MITIGATION STRATEGIES

Initial Risks

DESCRIPTION OF RISK	RISK RATING	MITIGATION STRATEGIES	CURRENT STATUS & ANALYSIS	INCREMENTAL MITIGATION STRATEGIES	INTERNAL/ EXTERNAL
Governments may not be ready to commit resources and make the effort to work across sectors and borders due to a variety of factors including competing priorities and relatively low prevalence rates in some areas.	Low	To mitigate this potential risk, CSEARHAP will build upon the regional and national approach of project design and agreements reached as a result of this participatory process.	Increasingly, government partners are aware of the importance of MMP as a vulnerable population, and MMP are taking centre stage in policy documents and action plans. Financial resources are scarce and as such governments are still reticent to commit government resources to MMP HIV vulnerability reduction	Improving and increasing government capacity to advocate have lessened concerns about government resources; possibility of partnering with donors to implement policies and plans. Capacity building in this regard will continue, and fora for donors and governmental ministries to meet and discuss issues (such as the Partner Consultations) will be a priority for CSEARHAP	External
Regional organisations fail to adequately coordinate interventions and no longer believe coordination is necessary.	Low	It is evident that most of what can be achieved in terms of reducing migrant vulnerability in the region is done through coordination across borders. Continuing to emphasize this through advocacy and coordination efforts will mitigate this potential risk	The UNRTF meetings and Partner Consultations, nationally and regionally, are two examples of how multiple sectors, including regional organizations, are coming together to coordinate a concerted action. This is likely to continue as regional organisations and governments proposals for a regional MMP HIV vulnerability reduction programme through the GFATM	Ensuring that regional meetings and fora retain their relevance to donors, NGOs and governments is crucial. Addressing pressing issues, following up and delivering on common action plans and ensuring appropriate representation of all stakeholders are important steps in this mitigation process	External
Governments will not appoint and support the retention of appropriate persons as Focal Points and in other key roles.	Low-Med	Ensure that relevant government partners are aware of the importance of the work being done through CSEARHAP and build effective relationships with the relevant decision-makers	The Focal Point position in three of four countries is stable. In Cambodia, there is the possibility that the Focal Point will be promoted and given responsibilities which will prevent him from working with CSEARHAP	The Cambodia and Regional teams will work to reduce the workload of the Focal Point as much as possible, and actively pursue good relationships with decision-makers within the National AIDS Authority (NAA)	Internal
Vulnerable and mobile people will be excluded from decision-making.	Med	The involvement of mobile people in the decision-making process is a long-term goal, similar to that of GIPA.	A number of national MTWGs have migrant or former migrant members. They provide a much needed voice to the debate on policy and	Setting realistic goals and holding government partners responsible for these goals is an overall objective of MIMP. In the interim,	External

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DESCRIPTION OF RISK	RISK RATING	MITIGATION STRATEGIES	CURRENT STATUS & ANALYSIS	INCREMENTAL MITIGATION STRATEGIES	INTERNAL/ EXTERNAL
		Incremental progress towards their involvement will be sought – and will vary by country.	advocacy. The demonstration project in Vietnam is also increasing dialogue on policy with migrant workers involved in the project.	involvement of migrant associations and research bodies addressing migrant issues is an important step.	
Donors will be restricted by their policies and not able to respond to government harmonization requests.	Low	Building strong partnerships with donors over time, involving them at all stages of the dialogue, regionally and nationally, on MMP vulnerability.	A number of significant donor agencies have been actively involved in the UNRTF meetings and Partner Consultations. Requests by ministries for assistance in harmonizing work plans and drafting regional proposals for funding have been and continue to be met by donors	Continue to provide excellent technical support to donor agencies involved in MMP issues in the region, building strong partnerships between government agencies, NGOs and donors through action-oriented meetings, proposals and working groups.	External
Alternative regional mechanism will not be identified or delays will be incurred that impact on continuity.	Low-Med	Continuing to strengthen the UNRTF, ATFOA and MAP-4 to ensure the development of appropriate and integrated mechanisms for regional coordination	The UNRTF is increasingly strong as a member-driven body, however some uncertainties with regard to funding mean that solid commitments on the part of members are difficult to follow up on and long-term planning, in part due to the short-term mandate of the UNRTF, is challenging.	Continue to advocate and propose new funding for the UNRTF in order to ensure its sustainability. This includes the further requirement of securing adequate funding before the existing contract expires.	External
Consensus is reached in some countries and among some members of the private sector and civil society, but not by all stakeholders in the sub-region.	Low	By keeping communication channels open and meetings interactive, countries, private sector and civil society have the opportunity to learn to work together in a team to address common problems. Encouraging these proactive forums will mitigate the potential of cross-purposes and antagonisms emerging.	The UNRTF and MAP-4 are currently strong networks which revolve around the consensus-building nature of sub-groups and a member-driven agenda. The introduction of the private sector has yet to be completed.	Continue to foster and catalyze dialogue between country stakeholders and private sector and civil society. Ensure the participation of all relevant stakeholders at fora and commit to meaningful and action-oriented agendas	External
Staff turnover	Low	This risk is mitigated by ensuring that national and regional staff are supported with the appropriate technical, financial and administrative assistance, in addition to	Staff turnover has been low over the past 12 months, with all key staff retaining their positions but for the Thailand Country Programme Manager. Heavy workloads continue to stretch staff to their limits,	Retaining a competitive work environment, financially and otherwise, is crucial. Avid attention to the well-being of staff will mitigate the turnover rate, and communication is an important	Internal

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DESCRIPTION OF RISK	RISK RATING	MITIGATION STRATEGIES	CURRENT STATUS & ANALYSIS	INCREMENTAL MITIGATION STRATEGIES	INTERNAL/ EXTERNAL
		providing a positive and constructive work environment and team-oriented atmosphere.	particularly at certain times of the year.	factor in this effort.	
CSEARHAP may be perceived as a grassroots development project rather than a regional public sector reform programme.	Low	Perceptions are critical when dealing with governments. Correct positioning of executing agencies hired to implement a regional public sector reform project using a multi-sectoral approach means ensuring that national partners have recognized expertise this type of programming. Primarily community-based, nationally-focused development organizations with recognized strengths in grassroots programming in limited sectors will convey the wrong message and confuse partner understanding of the project.	As it evidenced by partnerships with the UNRTF, UNDP, the Asian Development Bank, Family Health International and others, CSEARHAP (both regionally and nationally) has conveyed its role as a key player in public sector reform clearly.	Continue to contribute high-quality input to regional fora and continue to take a leadership and coordination role on MMP issues, both regionally and nationally.	Internal

Emerging Risks

DESCRIPTION OF RISK	RISK RATING	MITIGATION STRATEGIES	CURRENT STATUS & ANALYSIS	INCREMENTAL MITIGATION STRATEGIES	INTERNAL/ EXTERNAL
Sustainability of the UNRTF	Med - High	Assure strong, practical transition team with management capabilities. Engage effective part-time manager and competent full time staff to support. Design "buy-in" strategies for members which could be cooperation with Global Fund. Assure action rather than talk	Status is at the transition stage, but action needs to be taken before UNRTF meeting in Q1	Assure CIDA and members that a transition plan is in place which will restore confidence; appoint a part-time manager as soon as possible as well as competent assistance	External
Lao continues to fall behind. Unable to collaborate with	Med-High	Strengthen assistance to Lao; develop "buy-in" with the Asian Development Bank and Global	Lack of action on past planned activities resulting in loss of cross-	Developing Sustainability Plan for Lao and monitor key staff closely,	Internal

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DESCRIPTION OF RISK	RISK RATING	MITIGATION STRATEGIES	CURRENT STATUS & ANALYSIS	INCREMENTAL MITIGATION STRATEGIES	INTERNAL/ EXTERNAL
ADB, GF or submit abstract to Mexico		Fund applications	border demonstration project. Support from Programme Advisor ensured national demo projects implemented.	providing support wherever necessary Programme Advisor and Financial Officer to support CPM in implementation.	
Delayed approval of key consultants	Med-High	Selected consultants who are ready to begin work with CSEARHAP and partners must first receive approval of their TOR from CIDA. This can mean significant delays in implementation of the project given the lengthy approval process at CIDA	A number of key planned results from 2006/07 were not achieved due to the delayed approval of the selected consultants. This has the potential to spill over into the 2007/08 project year, further delaying the work plan of CSEARHAP, as well as the National AIDS Authority and the UNRTF	As CSEARHAP heads towards completion, the main mitigation strategies have been to find key partners that are willing to design funding proposals or projects building on the deliverables that key consultants were supposed to achieve. This has required substantial investments from country teams.	Internal

12. APPENDICES

12.1 Integrated Planned/Actual Result Matrix 2007/08

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
Outcome 1: Enabling national policies conducive to reducing risk among mobile populations are developed and reflected in gender-sensitive national plans in the context of the Regional Strategy on Mobility.					
Output 1.1 (WBS 100): Reforms to policies and enforcement impacting mobility-related HIV/AIDS drafted by multiple sector representatives and submitted to relevant authorities for approval.					
Planned WBS 110: Gender Sensitive Policy & Legislation Review.					
Planned Activity 111 Framework developed for existing policies & legislation and reviewed with Multi-sector Team.	Assessment tool developed, data collected and framework for existing policies & legislation in each country developed and documented for government review and approval. Information regarding policies and legislation collected, supportive/unsupportive policies and gaps reviewed.	None - Completed	NPSA tools updated to prepare for round of policy analysis by regional and country teams. Toolkit to be used by NRTF for NPSA-2 in all CSEARHAP countries.	NPSA tools updated to prepare for round of policy analysis by regional and country teams. Toolkit to be used by NRTF for NPSA-2 in all CSEARHAP countries.	Assessment tool developed, data collected and framework for existing policies & legislation in each country developed and documented for government review and approval. Information regarding policies and legislation collected, supportive/unsupportive policies and gaps reviewed. NPSA tools updated to prepare for round of policy analysis by regional and country teams. Toolkit to be used by NRTF for NPSA-2 in all CSEARHAP countries.
Planned Activity 112 Framework assessed for gaps and gender analysis undertaken.	Framework for gaps assessed; policy baselines established and gender analysis undertaken for presentation at policy workshops/consultative meetings. Consultative workshops with MSTs in each country undertook situational analysis of existing policies, risk factors for migrants and priorities for policy reform.	None - Completed	None - Completed	None	Framework for gaps assessed; policy baselines established and gender analysis undertaken for presentation at policy workshops/consultative meetings. Consultative workshops with MSTs in each country undertook situational analysis of existing policies, risk factors for migrants and priorities for policy reform.

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Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
Planned WBS 120: Build consensus on strategic objectives of sector policy reforms as they relate to mobility-related HIV/AIDS.					
Planned Activity 121 Regional/Overall: Strategic approach developed.	Regional strategy for policy reform/issues in each country confirmed.	Thailand strategy for policy reform/issues confirmed.	Thailand strategy for policy reform/issues confirmed.	None	Regional strategy for policy reform/issues in each country confirmed
Planned Activity 122 Regional/Overall: Consensus on strategy built.	Mitigating issues in strategy implementation determined and strategy adjusted in Cambodia, Thailand and Viet Nam.	None - Completed	None	None	Mitigating issues in strategy implementation determined and strategy adjusted in Cambodia, Thailand and Viet Nam.
Planned Activity 123 Regional/Overall: Reform strategy documented.	Reform strategy drafted, documented, tailored within context of the Sub-Region.	None - Completed	None	None	Reform strategy drafted, documented, tailored within context of the Sub-Region.
Planned WBS 130: Review sector policies and enforcement regulations as they relate to mobility-related HIV/AIDS.					
Planned Activity 131 Regional/Overall: Sector enforcement regulations reviewed.	Policy and enforcement issues selected for demonstration projects and programming.	None - Completed	None	None	Policy and enforcement issues selected for demonstration projects and programming.
Planned Activity 132 Regional/Overall: Advocacy strategy developed and implemented to promote approval of proposed policies and regulations.	Viet Nam held Advocacy & Policy Promotion training for ministerial staff Facilitator's manual for advocacy video drafted.	None	None	None	Viet Nam held Advocacy & Policy Promotion training for ministerial staff. Advocacy video discussed, developed, filmed and produced.
Planned WBS 150: Develop strategies for communicating reforms about mobility-related HIV/AIDS.					
Planned Activity 151 Regional/Overall: Strategic communications approach developed and implemented.	Format for communication materials, delivery drafted. Media plan for communicating key issues and progress via radio, television and print developed.	None - Completed	None - completed	None	Format for communication materials, delivery drafted. Media plan for communicating key issues and progress via radio, television and print developed.

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Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
	<p>Formats, content for press releases, programme profiles and case studies prepared.</p> <p>Key events covered and information shared with target audiences and partners.</p>				<p>Formats, content for press releases, programme profiles and case studies prepared.</p> <p>Key events covered and information shared with target audiences and partners.</p>
Planned WBS 160: Build consultation mechanisms for ongoing review of policy and enforcement regulations as they relate to mobility-related HIV/AIDS.					
<p>Planned Activity 161 Regional/Overall: Permanent mechanism designed for periodic consultation & review.</p>	<p>Through government partners, mechanisms developed for ongoing dialogue on critical policy issues.</p> <p>MTWG in each country strengthened through regular thematic output-driven meetings.</p>	<p>MTWG in each country strengthened through regular thematic output-driven meetings</p>	<p>MTWG in each country strengthened through regular thematic output-driven meetings</p>	<p>None</p>	<p>Through government partners, mechanisms developed for ongoing dialogue on critical policy issues.</p> <p>MTWG in each country strengthened through regular thematic output-driven meetings.</p>
<p>Planned Activity 162 Regional/Overall: Consultation & review mechanism documented for approval by Ministries.</p>	<p>Review mechanism revised and formalized by regional team for discussion with countries in 2006/07.</p> <p>TORs for MTWG in all countries drafted and discussed by MTWG for approval.</p>	<p>TORs finalized for MTWG in all countries.</p>	<p>TOR finalized for MTWG in all countries. Thailand CMTWG finalized TORs for 4 thematic subgroups.</p> <p>Lao PDR TOR pending review of MOH and partners.</p>	<p>Lao PDR TOR pending review of MOH and partners.</p>	<p>Review mechanism revised and formalized by regional team for discussion with countries in 2006/07.</p> <p>TORs for MTWG in all countries drafted and finalized by MTWG for approval.</p> <p>Lao PDR TOR pending review of MOH and partners.</p>
Output 1.2 (WBS 200): Gender-sensitive management systems designed, tested, and implemented to evaluate national policies, plans, and budgets impacting mobility-related HIV/AIDS.					
Planned WBS 210: Review national plans relevant to HIV/AIDS and mobility.					
<p>Planned Activity 211 Regional/Overall: Assessments of resource gaps in executing National Plan supported.</p>	<p>Existing National Strategic HIV/AIDS Plans reviewed. Assessments of gaps in resources completed in each country.</p>	<p>None - Completed</p>	<p>None - completed</p>	<p>None</p>	<p>Existing National Strategic HIV/AIDS Plans reviewed. Assessments of gaps in resources completed in each country.</p>

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Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
<p>Planned Activity 212 Regional/Overall: National Plan Review documented.</p>	<p>Process for review and formulation of National Plan established in Cambodia and Thailand; discussions with potential partners in Viet Nam. National Strategic Plans on HIV/AIDS documented and preparation of action plans for implementation supported by CSEARHAP.</p>	<p>None - Completed</p>	<p>None – completed</p>	<p>None</p>	<p>Process for review and formulation of National Plan established in Cambodia and Thailand; discussions with potential partners in Viet Nam. National Strategic Plans on HIV/AIDS documented and action plans for implementation supported by CSEARHAP.</p>
<p>Planned WBS 220: Identify key funding sources relating to HIV/AIDS and mobility.</p>					
<p>Planned Activity 221 Regional/Overall: Participatory process conducted for identification and allocation of funding resources.</p>	<p>Process for allocating funds and support within governments, the donor community and non-governmental organizations in Cambodia and Viet Nam and regionally initiated.</p>	<p>None - Completed</p>	<p>None - completed</p>	<p>None</p>	<p>Process for allocating funds and support within governments, the donor community and non-governmental organizations in Cambodia and Viet Nam and regionally initiated.</p>
<p>Planned Activity 222 Regional/Overall: Funding resources & gaps identified.</p>	<p>Coordination facilitated in Cambodia, Lao PDR, Thailand and Vietnam. Initial resource gaps and needs analysis conducted by each country in preparation for resource mobilization.</p>	<p>Proposal Development Workshop at MAP-4 to build upon initial resource gap analysis</p>	<p>Proposal Development Workshop at MAP-4 to build upon initial resource gap analysis</p>	<p>None</p>	<p>Coordination facilitated in Cambodia, Lao PDR, Thailand and Vietnam. Initial resource gaps and needs analysis conducted by each country in preparation for resource mobilization. Proposal Development Workshop at MAP-4 to build upon initial resource gap analysis</p>
<p>Planned WBS 230: Strengthen coordination of stakeholder funding on HIV/AIDS and Mobility.</p>					
<p>Planned Activity 231 Regional/Overall: Mechanism to track and record stakeholder funding designed.</p>	<p>Mechanism designed through establishment of frameworks for resource mobilization. Final Thailand National Master Plan for MMP reviewed for gender mainstreaming of indicators and finalized for submission to National AIDS Committee.</p>	<p>None – Completed</p>	<p>None - completed</p>	<p>None</p>	<p>Mechanism designed through establishment of frameworks for resource mobilization. Final Thailand National Master Plan for MMP reviewed for gender mainstreaming of indicators and finalized for submission to National AIDS Committee.</p>

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Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
<p>Planned Activity 233 Regional/Overall: Stakeholder meetings convened to assess, coordinate and harmonize of funding.</p>	<p>Partner Consultations held at regional and country level in Vietnam, Thailand and Lao PDR.</p>	<p>None</p>	<p>Partner Consultations held in Thailand and Lao PDR. Non-CSEARHAP organized consultations on HIV and mobility in Vietnam.</p>	<p>Non-CSEARHAP organized consultations on HIV and mobility in Vietnam.</p>	<p>Partner Consultations held at regional and country level in Thailand and Lao PDR. Non-CSEARHAP organized consultations on HIV and mobility in Vietnam.</p>
<p>Planned WBS 240: Document the implementation of national policies and plans on HIV/AIDS and mobility.</p>					
<p>Planned Activity 241 Regional/Overall: Permanent mechanism designed for review, integration, gender mainstreaming and regionalization.</p>	<p>Ongoing assessment of progress on mainstreaming gender, GIPA, poverty reduction and greater involvement of mobile and migrant populations in decision making, donor programming, and Regional Strategy implementation raised at all regional meetings. Mainstreaming included in Monitoring Guidelines. MTWG reviewed mapping exercises needed to maximise results with current funding and identify gaps for HIV prevention among MMP.</p>	<p>None</p>	<p>Gender Mainstreaming Survey designed and completed by some country and regional team leaders. Final summary of all responses to guide completion report.</p>	<p>Gender Mainstreaming Survey designed and completed by some country and regional team leaders. Final summary of all responses to guide completion report.</p>	<p>Ongoing assessment of progress on mainstreaming gender, GIPA, poverty reduction and greater involvement of mobile and migrant populations in decision making, donor programming, and Regional Strategy implementation raised at all regional meetings. Mainstreaming included in Monitoring Guidelines. MTWG reviewed mapping exercises needed to maximise results with current funding and identify gaps for HIV prevention among MMP. Gender Mainstreaming Survey designed and completed by some country and regional team leaders. Final summary of all responses to guide completion report.</p>
<p>Outcome 2: Strengthened national capacity to collaborate regionally on mobility-related HIV/AIDS programmes.</p>					
<p>Output 2.1 (WBS 300): Knowledge and skills of national AIDS agencies and ministries in different sectors preparing proposals, mainstreaming gender, managing programming and mobilizing appropriate resources related to HIV/AIDS and mobility improved.</p>					
<p>Planned WBS 310: Identify individual/institutional performance gaps on issues related to HIV/AIDS and mobility.</p>					
<p>Planned Activity 311</p>	<p>Areas for capacity building for policy reform identified;</p>				<p>Areas for capacity building for policy reform identified;</p>

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Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
<p>Regional/Overall: Institutional performance baseline established.</p>	<p>assessment tool designed; Capacity Building Plan meetings held in Cambodia and Vietnam; baseline survey of individuals and institutions conducted in Cambodia. Capacity baseline completed and documented for review by stakeholders in each country and regionally.</p>	<p>None - Completed</p>	<p>None - completed</p>	<p>None</p>	<p>assessment tool designed; Capacity Building Plan meetings held in Cambodia and Viet Nam; baseline survey of individuals and institutions conducted in Cambodia. Capacity baseline completed and documented for review by stakeholders in each country and regionally.</p>
<p>Planned Activity 312 Regional/Overall: Institutional & individual profiles, performance gaps, and capacity building priorities and work plan developed.</p>	<p>Profiles developed around capacity required to effectively implement demonstration projects. Rapid Needs Assessment conducted by core MTWG members and CSEARHAP country teams in preparation for pre-assignment for Proposal Writing Skills Training.</p>	<p>None - Completed</p>	<p>None - completed</p>	<p>None</p>	<p>Profiles developed around capacity required to effectively implement demonstration projects. Rapid Needs Assessment conducted by core MTWG members and CSEARHAP country teams in preparation for pre-assignment for Proposal Writing Skills Training.</p>
<p>Planned WBS 320: Select and implement interventions for capacity building related to HIV/AIDS and mobility issues.</p>					
<p>Planned Activity 321 Regional/Overall: Programme management framework & core skill transfer requirements developed.</p>	<p>Policy reform capacity and skills assessed in four countries; policy and advocacy priorities for policy reform agreed, skills in advocacy improved; programme management issues identified and addressed. Key curriculum for programme management established.</p>	<p>None - Completed</p>	<p>None - completed</p>	<p>None</p>	<p>Policy reform capacity and skills assessed in four countries; policy and advocacy priorities for policy reform agreed, skills in advocacy improved; programme management issues identified and addressed. Key curriculum for programme management established.</p>
<p>Planned Activity 322 Regional/Overall: Manuals, procedural guidelines & resource materials developed.</p>	<p>Available resources and materials for capacity development identified regionally; programme planning, management, and operations manual</p>	<p>Proposal Development Guidelines and Best Practice Handbook finalized for publishing and dissemination. Journey Home facilitator's</p>	<p>UNRTF supported the finalizing and publishing the Proposal Development Guidelines and Best Practice Handbook. Journey Home facilitator's</p>	<p>None Translation and launch of Journey Home facilitator's guide pending approval from UNRTF.</p>	<p>Available resources and materials for capacity development identified regionally; programme planning, management, and operations manual</p>

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Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
	<p>completed.</p> <p>Inventory of existing training materials and tool kits available in the region developed.</p> <p>Monitoring and reporting tools developed and evaluation briefing delivered. Best practice guidelines developed, presentation skills format created, resource mobilisation and proposal writing practical application planned.</p> <p>Safe Mobility model drafted by MTWG in Cambodia.</p> <p>Proposal Development Guidelines developed and shared with country teams in preparation for training in Q3.</p> <p>Indicators for MMP developed and submitted to key stakeholders involved, including UNAIDS.</p> <p>Best Practice Handbook developed and shared with UNAIDS for feedback. Final draft sent to layout team.</p>	<p>guide finalized.</p>	<p>guide finalized.</p>		<p>completed.</p> <p>Inventory of existing training materials and tool kits available in the region developed.</p> <p>Monitoring and reporting tools developed and evaluation briefing delivered. Best practice guidelines developed, presentation skills format created, resource mobilisation and proposal writing practical application planned.</p> <p>Safe Mobility model drafted by MTWG in Cambodia.</p> <p>Proposal Development Guidelines developed and shared with country teams in preparation for training in Q3.</p> <p>Indicators for MMP developed and submitted to key stakeholders involved, including UNAIDS.</p> <p>Best Practice Handbook developed and shared with UNAIDS for feedback. Final draft sent to layout team</p> <p>UNRTF supported the finalizing and publishing the Proposal Development Guidelines and Best Practice Handbook.</p> <p>Journey Home Facilitation Guide finalized in English.</p>
<p>Planned Activity 323 Regional/Overall: Skill transfer & capacity building programming</p>	<p>Increased awareness of policy and advocacy issues and limitations of each country defined to inform capacity building plan;</p>	<p>None – completed</p>	<p>None - completed</p>	<p>None</p>	<p>Increased awareness of policy and advocacy issues and limitations of each country defined to inform capacity building plan;</p>

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Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
executed.	<p>capacity improved in project design; RBM/LFA and work plans; budgeting; project management procedures; internal monitoring, RBM, policy, advocacy, proposal preparation, monitoring and financial management, gender, sexuality, stigma and discrimination. Also study tour to Vancouver and AIDS2006.</p> <p>Training delivered on M&E, best practice documentation, presentation skills and resource mobilisation and proposal writing through hands-on learning, best practice documentation exercise with regional coordination team leader, GFATM Round 7 proposal writing and resource mobilisation workshops.</p> <p>Material and curriculum preparation for S&D training completed in Laos, Cambodia, and Thailand. Advocacy refresher training prepared in Cambodia and Vietnam.</p>				<p>capacity improved in project design; RBM/LFA and work plans; budgeting; project management procedures; internal monitoring, RBM, policy, advocacy, proposal preparation, monitoring and financial management, gender, sexuality, stigma and discrimination. Also study tour to Vancouver and AIDS2006.</p> <p>Training delivered on M&E, best practice documentation, presentation skills and resource mobilisation and proposal writing through hands-on learning, best practice documentation exercise with regional coordination team leader, GFATM Round 7 proposal writing and resource mobilisation workshops.</p> <p>Material and curriculum preparation for S&D training completed in Laos, Cambodia, and Thailand. Advocacy refresher training prepared in Cambodia and Vietnam.</p>
<p>Planned Activity 324 Regional/Overall: Change in performance capacity assessed.</p>	None	None	None	None	None
Planned WBS 330: Develop information management systems to support tracking of work related to HIV/AIDS and mobility.					
<p>Planned Activity 331 Regional/Overall: Management information systems developed.</p>	Management information needs determined and existing systems and linkages inventoried.	Information resources maintained on website.	All documents on website	None	Information resources maintained on website.

CANADA SOUTH EAST ASIA REGIONAL HIV/AIDS PROGRAMME (CSEARHAP)

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
	<p>Knowledge management consultant interviewed in conjunction with SEARCH initiative.</p> <p>Management Information System and knowledge management activities conducted with funding support from UNRTF.</p>				
<p>Planned Activity 332 Regional/Overall: Communication mechanism for common monitoring & evaluation process developed.</p>	<p>Multi-media approach to M&E utilized and opportunities provided for practical application in the field.</p>	<p>None</p>	<p>CSEARHAP and UNRTF websites used to share and disseminate key documents.</p>	<p>CSEARHAP and UNRTF websites used to share and disseminate key documents.</p>	<p>Multi-media approach to M&E utilized and opportunities provided for practical application in the field.</p>
<p>Planned WBS 340: Monitor progress on programming on HIV/AIDS and mobility through Demonstration Projects.</p>					
<p>Planned Activity 341 Regional/Overall: Criteria determined for Regional Demonstration Project.</p>	<p>Criteria for Regional Demonstration Project documented.</p>	<p>None - Completed</p>	<p>None - completed</p>	<p>None</p>	<p>Criteria for Regional Demonstration Project documented.</p>
<p>Planned Activity 342 Regional/Overall: Strategic interventions at selected sites designed.</p>	<p>Cross-border demonstration project Lao PDR-Thailand cancelled, although capacity building in the province will continue as Lao PDR national Demo</p>	<p>None - Completed</p>	<p>None – completed</p>	<p>None</p>	<p>Cross-border demonstration project Lao PDR-Thailand cancelled, although capacity building in the province will continue as Lao PDR national Demo</p>
<p>Planned Activity 343 Regional/Overall: Regional Demonstration Project implemented.</p>	<p>Documentation collected from MAP-4 and UNRTF reports show-casing 7 Key Elements, progress of MTWGs, and results from participation in regional and international fora.</p> <p>UNRTF meeting reports disseminated, initial steps in mainstreaming PDOS curricula taken.</p>	<p>Cross-border project implementation finalized. PDOS curricula finalized in Lao PDR and Vietnam.</p>	<p>Cross-border project implementation finalized PDOS curricula finalized in Lao PDR and Vietnam.</p>	<p>None</p>	<p>Documentation collected from MAP-4 and UNRTF reports show-casing 7 Key Elements, progress of MTWGs, and results from participation in regional and international fora.</p> <p>UNRTF meeting reports disseminated, initial steps in mainstreaming PDOS curricula taken.</p> <p>Cross-border project</p>

CANADA SOUTH EAST ASIA REGIONAL HIV/AIDS PROGRAMME (CSEARHAP)

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
					implementation finalized PDOS curricula finalized in Lao PDR and Vietnam.
Planned Activity 344 Regional/Overall: Demonstration Projects monitored and evaluated.	Best Practices documented in each country based on M&E, two expanded documents supported by UNAIDS.	National demo projects lessons learned collected and shared.	National demo projects lessons learned collected and shared at MAP-4.	None	Best Practices documented in each country based on M&E, two expanded documents supported by UNAIDS. National demo projects lessons learned collected and shared at MAP-4.
Planned WBS 350: Produce and distribute relevant documentation about HIV/AIDS and mobility.					
Planned Activity 351 Regional/Overall: Regional Demonstration Project documented as case study.	None	None	None	None	None
Output 2.2 (WBS 400): Gender-sensitive mechanisms established for sustained and constructive collaboration among regional stakeholders on cross-border HIV issues of migrant workers.					
Planned WBS 410: Develop strategies for regional collaboration on mobility-related HIV prevention.					
Planned Activity 411 Regional/Overall: National & regional strategies reviewed for cross-border co-operation opportunities.	Identified existing strategies/programs for cross border migrants and potential reforms to policies and programs to facilitate cross border collaboration. Past and present interventions reviewed to identify best opportunities for pilot programming. Articles on successful CSEARHAP activities included in newsletters.	None – Completed	None - completed	None	Identified existing strategies/programs for cross border migrants and potential reforms to policies and programs to facilitate cross border collaboration. Past and present interventions reviewed to identify best opportunities for pilot programming. Articles on successful CSEARHAP activities included in newsletters.
Planned Activity 412 Regional/Overall: Cross-border issues selected with counterparts	Key regional issues in selection of cross-border sites and planned interventions defined and	None – Completed	None - completed	None	Key regional issues in selection of cross-border sites and planned interventions defined and

CANADA SOUTH EAST ASIA REGIONAL HIV/AIDS PROGRAMME (CSEARHAP)

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
in neighbouring countries.	addressed.				addressed.
Planned Activity 413 Regional/Overall: Strategic approach for collaboration developed.	Opportunities provided for government and non-government collaboration on approach to key bi-lateral and multi-lateral issues. Regional collaboration to develop the GFATM proposal for HIV vulnerability reduction for MMPs jointly with UNRTF and ATFOA. Cooperation with ADB in regional HIV and infrastructure project, including discussions at ICAAP and in-country technical support.	None – Completed	None – completed	None	Opportunities provided for government and non-government collaboration on approach to key bi-lateral and multi-lateral issues. Regional collaboration to develop the GFATM proposal for HIV vulnerability reduction for MMPs jointly with UNRTF and ATFOA. Cooperation with ADB in regional HIV and infrastructure project, including discussions at ICAAP and in-country technical support.
Planned WBS 420: Design and implement Cross-Border Demonstration Projects that address the regional aspects of mobility-related HIV/AIDS					
Planned Activity 421 Regional/Overall: Criteria determined for Cross-Border Demonstration Projects.	Criteria determined and documented for Cross-Border Demonstration Projects.	None – Completed	None - completed	None	Criteria determined and documented for Cross-Border Demonstration Projects.
Planned Activity 422 Regional/Overall: Strategic interventions designed at selected border sites.	Interventions designed at key sites.	None – Completed	None – completed	None	Interventions designed at key sites.
Planned Activity 423 Regional/Overall: Cross-Border Demonstration Projects implemented.	Cross-Border Demonstration Projects implemented.	Cross-border demonstration projects implemented.	Implementation of cross-border demonstration projects continued.	Some delays in implementation due to communication difficulties and lack of technical skills at the provincial level.	Implementation of cross-border demonstration projects continued.
Planned Activity 424 Regional/Overall: Cross Border Programming	Cross-border projects monitored and adjustments to programming made	Cross-border demonstration projects final evaluation planned and	Final evaluation planned and field work conducted.	Final evaluation reports to become available in early 2008-09.	Cross-border projects monitored and adjustments to programming made

CANADA SOUTH EAST ASIA REGIONAL HIV/AIDS PROGRAMME (CSEARHAP)

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
Results monitored and evaluated.	accordingly.	finalized.			accordingly. Final evaluation planned and field work conducted
Planned WBS 430: Monitor progress of regional collaboration on mobility-related HIV/AIDS.					
Planned Activity 431 Regional/Overall: Cross-Border Demonstration Projects documented as case studies.	None	None	None	None	None
Planned Activity 432 Regional/Overall: Bilateral and Regional Workshops conducted to review lessons learned.	Format for best practices and lessons learned developed as the Best Practice Handbook.	Two additional best practice documents started	field work for two additional BP documents started	None	Format for best practices and lessons learned developed as the Best Practice Handbook. field work for two additional BP documents started
Planned Activity 433 Regional/Overall: Project impact assessment conducted on cross-border collaboration.	None	None	None	None	None
Planned WBS 440: Deliver regional workshops for disseminating results of Demonstration Projects and other regionally-focused activities addressing mobility-related HIV/AIDS.					
Planned Activity 441 Regional/Overall: Regional Workshops on cross-border collaboration held.	None	None	None	None	None
Planned Activity 442 Regional/Overall: Strategy for extension & scale-up developed and documents distributed to stakeholders.	Initial discussions on the Sustainability Plan and transition to country-level MAPs approved by country teams in Jomtien Planning Meeting	None	Sustainability plans implemented at the country level.	Sustainability plans implemented at the country level.	Initial discussions on the Sustainability Plan and transition to country-level MAPs approved by country teams in Jomtien Planning Meeting Sustainability plans implemented at the country level.

CANADA SOUTH EAST ASIA REGIONAL HIV/AIDS PROGRAMME (CSEARHAP)

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
Outcome 3: Regional Cooperation and coordination strengthened through a Regional Executive Working Group addressing common issues on mobility-related HIV policies, plans, and programmes.					
Output 3.1 (WBS 500): MAP-4 established for sharing best practices and lessons learned from national implementation of regional strategy on mobility.					
Planned WBS 510: Establish MAP-4					
Planned Activity 511 Regional/Overall: Establish MAP-4	MAP-4 established; UNRTF Regional Strategy operationalized.	None - Completed	None – completed	None	MAP-4 established; UNRTF Regional Strategy operationalized.
Planned Activity 512 Regional/Overall: MAP-4 convened to discuss critical issues.	Semi-Annual MAP-4 meetings conducted on key themes and interim meetings held with partners.	Semi-Annual MAP-4 meetings conducted on key themes and interim meetings held with partners.	MAP-4 meeting in dec 2007 held to share lessons learned from demo projects, advocacy and proposal development workshop.	No MAP-4 in Q1/Q2.	Semi-Annual MAP-4 meetings conducted on key themes and interim meetings held with partners. MAP-4 meeting held in December 2007 to share lessons learned from demo projects, advocacy and proposal development workshop.
Planned WBS 520: MAP-4 Partner Consultations at Regional and Country levels results documented and disseminated.					
Planned Activity 521 Regional/Overall: MAP-4 Partner Consultation meetings held to address critical issues.	MAP-4 Partner Consultation held. Regional participation in Partner Consultation in Lao PDR, Thailand and Vietnam.	MAP-4 held	MAP-4 held in December 07 focusing on lessons learned and proposal development.	MAP-4 in May 2007 cancelled due to AWP's awaiting approval.	MAP-4 Partner Consultation held. Regional participation in Partner Consultation in Lao PDR, Thailand and Vietnam. MAP-4 held in December 07 focusing on lessons learned and proposal development.
Planned Activity 522 Regional/Overall: Parameters & work plan for regional cooperation established and resource harmonization initiatives recommended and implemented.	Key partners identified in region and by country and enter into partnerships for HIV and mobility programming, e.g. ESCAP & IOM. Approach to sharing non-financial resources developed and progress communicated to partners.	None	See Country Annual Reports for specific partnerships built in each country.	None	Key partners identified in region and by country and enter into partnerships for HIV and mobility programming, e.g. ESCAP & IOM. Approach to sharing non-financial resources developed and progress communicated to partners.

CANADA SOUTH EAST ASIA REGIONAL HIV/AIDS PROGRAMME (CSEARHAP)

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
Planned WBS 530: Participate in regional and international fora with Partners.					
<p>Planned Activity 531 Regional/Overall: Contributed to discussion on global best practices. Presentations made & panel discussions attended.</p>	<p>Opportunities for regional discussions and sharing of results provided at AIDS2006, UNRTF, study tour, MAP-4, ATOFA, Regional Meetings. Contributions from Cambodia, Thailand, Vietnam and the regional team at the 8th ICAAP meeting in Colombo, Sri Lanka.</p>	<p>Preparation for AIDS2008 – submission of abstracts and scholarships from country teams Presentations at UNRTF from CSEARHAP teams focusing on advocacy</p>	<p>Preparation for AIDS2008 – submission of abstracts and scholarships from country teams Presentations at UNRTF from CSEARHAP teams focusing on advocacy</p>	<p>None</p>	<p>Opportunities for regional discussions and sharing of results provided at AIDS2006, UNRTF, study tour, MAP-4, ATOFA, Regional Meetings. Contributions from Cambodia, Thailand, Vietnam and the regional team at the 8th ICAAP meeting in Colombo, Sri Lanka.</p>
<p>Planned Activity 532 Regional/Overall: Communication Plan for overall project and outcome areas developed.</p>	<p>Communication plan finalized and newsletter and website developed as key linkage/communication mechanism. Plans to pilot media training in Thailand launched with needs assessment of local printed media. UNAIDS Thailand to support the training.</p>	<p>None – Completed</p>	<p>Media training designed and held in Thailand for printed media staff.</p>	<p>Media training designed and held in Thailand for printed media staff.</p>	<p>Communication plan finalized and newsletter and website developed as key linkage/communication mechanism. Plans to pilot media training in Thailand launched with needs assessment of local printed media. UNAIDS Thailand to support the training. Media training designed and held in Thailand for printed media staff.</p>
Planned WBS 540: Convene regional workshops for discussion and dissemination of project results at project end.					
<p>Planned Activity 541 Regional/Overall: Regional Workshops for Sharing Result designed.</p>	<p>Sustainability Plan discussed and initial design at Planning Workshop FAFH Club in Vietnam and policy development process in Cambodia expanded into UNAIDS-style Best Practice documents.</p>	<p>None</p>	<p>None – see activity 442</p>	<p>None</p>	<p>Sustainability Plan discussed and initial design at Planning Workshop FAFH Club in Vietnam and policy development process in Cambodia expanded into UNAIDS-style Best Practice documents.</p>
<p>Planned Activity 542</p>	<p>Programme agenda and</p>	<p>Programme agenda and</p>	<p>Programme agenda and</p>	<p>None</p>	<p>Programme agenda and</p>

CANADA SOUTH EAST ASIA REGIONAL HIV/AIDS PROGRAMME (CSEARHAP)

Expected Results for Life of Project	Progress towards Results to September 30, 2007	Results Planned for October 1, 2007 – March 31, 2008	Results Achieved from October 1, 2007 – March 31, 2008	Variance	Cumulative Results to March 31, 2008
Regional/Overall: Workshop Curriculum & Logistics Plan developed.	content for hosting and participating in workshops and meetings designed.	content for hosting and participating in workshops and meetings designed	content for hosting and participating in workshops and meetings designed		content for hosting and participating in workshops and meetings designed.
Planned Activity 543 Regional/Overall: Regional Workshops conducted.	None	None	None	None	None

12.2 List of Advisors/Specialists/Trainers sub-contracted 2007/08

Name	Robert McDowell (Canadian Consultant)
Sex	Male
Field of Expertise	Specialist in Communications, Public Relations and Programme Management
Country of Origin	Canada
Activities/position	CSEARHAP Regional Associate Director

Name	Nguyen Anh Thuan (Regional Consultant)
Field of Expertise	HIV/AIDS policy advocacy and national planning
Country of Origin	Viet Nam
Activities/position	Regional Advisor on Policy, Planning and Advocacy

Name	David Patterson (Canadian Consultant)
Field of Expertise	HIV/AIDS law and policy reform
Country of Origin	Canada
Activities/position	Team Leader on Policy, Planning and Advocacy

Name	Astrid Richardson (Canadian Consultant)
Field of Expertise	Coordination and network building specialist – focus on HIV/AIDS programming
Country of Origin	Canada
Activities/position	Regional coordination towards harmonisation of resources and programming

12.3 Gender Mainstreaming Survey

1. Making gender analysis one of seven key areas for capacity building.
 - a. What role did gender and gender analysis play in the workshops and trainings you held?
 - b. Which tools of gender analysis were included in the training?
 - c. In your country programme, which tools were more appropriate and helpful to the trainees?
2. Assisting key stakeholder in acquiring sensitization, gender analysis and planning skills necessary for review and development of policies and programmes.
 - a. To what extent did the GSSD trainings lead to greater sensitization of gender issues among the MTWG members?
 - b. Are there any examples or anecdotes to substantiate this claim?
 - c. In what ways did the gender analysis tools support the MTWG and CSEARHAP/NAA team to review and develop policies and programmes?
 - d. Are there examples of this?
 - e. How could the gender sensitization and training support be improved?
3. Assisting stakeholders to examine, develop and operationalize project activities using a gender analysis framework.
 - a. Does a gender analysis framework exist?
 - b. How do you incorporate gender into the dialogue on policy recommendations?
4. Integrating structures, mechanisms and processes for mainstreaming gender including the promotion of gender guidelines for design, implementation, monitoring and evaluation of policies, programmes and demonstration projects.
 - a. To what extent has CSEARHAP incorporated gender into programming?
 - b. How could this be done better?
 - c. What do you feel has been the most successful tool for gender equality and mainstreaming in your work? Please rate your top three mechanisms, with 1 being the most successful and 3 being the 3rd most successful (replace dashes with numbers)
 - GSSD trainings
 - gender toolkits
 - ad hoc discussions at MAP-4 UNRTF ICAAP
 - gender analysis of documents
 - internal monitoring trips for SAR and AR
 - review of policies, plans and proposals by regional team
 - Other? Please describe.
5. Building mechanisms for addressing country specific gender issues while promoting systematic and consistent gender mainstreaming into regional strategies, policies, programmes and activities.
 - a. What are the gender issues particular to your programming environment? Check any combination of the following (replace dashes with X)
 - Under-representation of women in meetings and workshops
 - Under representation of men in meetings and workshops
 - Lack of quality participation by women in meetings and workshops
 - Lack of quality participation by men in meetings and workshops
 - Lack of the gender analysis in planning and implementation
 - Lack of gender equality policies for involved institutions
 - Lack of gender mainstreaming framework for monitoring and reporting

- Unclear programming guidelines on gender mainstreaming
 - Unclear programming goals on gender mainstreaming
 - Unrealistic gender mainstreaming goals
 - Other? Please describe:
- b. Are these issues unique to your country or do you find commonalities with other countries in the region?
- c. Was gender adequately addressed and discussed in regional fora sponsored by CSEARHAP?
6. Ensuring a critical mass of women in committees, working groups and consultative processes.
- a. What is the gender breakdown of
 - i. The MWG and provincial MWGs
 - ii. Partner consultation attendees
 - iii. Country staff
 - iv. Workshop participants from the beginning of the project to the end
 - b. How has the gender composition of the above 4 areas changed throughout the implementation of CSEARHAP?
7. Ensuring that gender analysis is systematically undertaken, shared and utilized and that gender mainstreaming lessons learned are widely disseminated.
- a. In what ways (when, how often, why) have you analyzed the gender mainstreaming and gender equality results of the project to draw lessons learned?
 - b. What gender mainstreaming or equality lessons have you learned on the project since it began?
 - c. How has your approach to gender mainstreaming changed since the beginning of your time with CSEARHAP up until now?
 - d. How is this information reflected in your priorities and decision-making patterns?
8. Ensuring that each specific project proposal put forward to the Ministry of Finance and international donors for funding allocation clearly articulates a gender perspective.
- a. What proposals have you submitted for funding?
 - b. What was the gender component of these proposals (e.g. Vietnam's Ford Foundation proposal)?

12.4 Sustainability Survey

Maintain a participatory process throughout the design of the project, development of management and programming skills, and implementation of national and regional processes, systems and mechanisms that meet clearly identified needs.

- What are some examples of how national and provincial participated in the design of CSEARHAP?
 - In what ways has the implementation of CSEARHAP at the national and regional level been participatory?
 - How has the project cycle responded to the needs of partners and stakeholders (governmental and non-governmental) involved in and affected by the project?
1. Ensure capacity development of multiple sectors through strengthening of individuals and institutions within government, the private sector and civil society for an expanded response to HIV/AIDS prevention.
 - What are examples of capacity building initiatives that resulted in skills that could be used beyond CSEARHAP among various sectors involved in HIV and mobility?
 - Which agencies, organisations or sectors have benefited the most from CSEARHAP capacity building and technical support?
 - Which agencies, organisations or sectors have used the skills and knowledge gained in CSEARHAP capacity building to initiate new projects?
 - Has the capacity building and technical support of CSEARHAP been more beneficial to individuals or institutions or both? Please explain briefly your reasoning.
 2. Mentor authorities on effective proposal writing to ensure continued access to funding from donors and stakeholders.
 - What proposal writing and development opportunities have CSEARHAP national, MTWG members and provincial team members had?
 - List the proposals that were developed to ask for additional funding from donors and stakeholders:
 3. Strengthen management structures by building knowledge, skills and confidence.
 - In what ways have various CSEARHAP components contributed to stronger management structures:
 - National planning
 - Capacity Building
 - National coordination
 - Regional Coordination
 - Demonstration projects
 4. Ensure effective coordination among sectors and stakeholders at national and regional levels by designing collaborative mechanisms that work and synergies that will prevail.
 - What mechanisms for coordination among sectors at the national level were put in place through CSEARHAP?
 - What mechanisms for coordination among sectors at the regional level were in place through CSEARHAP?
 - What other mechanisms and opportunities for coordination were available to and used by the programme teams?
 5. Promote positive approaches and evidence-based information to encourage prevention strategies as a way of reducing health care costs.
 - What HIV prevention strategies have been promoted through CSEARHAP activities?
 - How has research guided the modelling of these prevention strategies?
 - What other examples of principles and approaches to designing HIV prevention have guided CSEARHAP?

- Were regional and national efforts harmonized to eliminate overlap and encourage coordinated approaches and optimal use of available financial resources? If so, how?
- 6. Ensure partnership with other international and national agencies and organizations whose purpose is to foster sustainable prevention programs and address the underlying causes of mobility and HIV/AIDS – poverty, discrimination and the absence of opportunity for education and training.
 - What partnerships have been supportive of the HIV prevention programmes developed through CSEARHAP?
 - Give an example of a partnership that has allowed CSEARHAP to address underlying causes of HIV vulnerability among MMPs (including poverty, discrimination and absence of education and training).
 - Are there any ways in which this and other partnerships could have been stronger and more productive?
 - In what ways were existing approaches and models used and adapted to CSEARHAP initiatives and activities?
- 7. Advocate for increased regional and national efforts that are linked to an expanded response to human security, health care and real participation and representation in decision-making.
 - What advocacy action was taken at the national level to increase participation in decision-making and ownership of the project?
 - What advocacy action was taken at the regional level to increase participation in decision-making and ownership of the project?
 - What advocacy action was taken at the provincial level to increase participation in decision-making and ownership of the project?
- Initiate handover of project design, implementation, monitoring and reporting from the inception phase and sustain this approach throughout the program to ensure all stakeholders are prepared for a dynamic and independent post-project phase.
 - How have CSEARHAP activities been handed over to main partners?
 - What activities/models/initiatives could not be handed over? Why?
 - What activities remain to be handed over?

12.5 Cross-border Projects Final Evaluation TOR

Final evaluation of Cross Border Demonstration Projects between

Thailand and Cambodia

Draft: 11 February 2008

1. Background

The Canadian International Development Agency (CIDA) regional CSEARHAP project seeks to strengthen the national response of Thailand, Vietnam, Cambodia and Lao PDR to reduce the vulnerability of migrants and mobile populations (MMPs) to HIV, in a regionally-coordinated and gender-sensitive manner. The project has a two-pronged approach which is:

- Supporting the implementation of the UN Regional Taskforce's Strategy on Mobility and HIV Vulnerability Reduction in the Greater Mekong Sub region; and
- Building complementary and coherent capacity in the four project countries to develop and implement national work plans that will address the issues related to mobility and HIV/AIDS.

The nature of HIV vulnerability and mobility requires a regional strategy with strong coordination and collaboration among and within the four project countries, as well as across different sectors within each country. Successes and lessons learned in each country are shared through the UN Regional Taskforce on Mobility and HIV Vulnerability and other key regional meetings, and are being used for case studies in regional training and capacity building activities. Areas of synergy across national efforts are highlighted to ensure successful implementation throughout the region, taking cultural, political and economic contexts into account.

2. Cross-Border Demonstration Projects: Sra Kaeo- Banteay Meanchey and Trat- Koh Kong

CSEARHAP Thailand and Cambodia have worked closely to research, design and implement two cross-border projects: the first in Sra Kaeo and Banteay Meanchey provinces; and the second in Trat and Koh Kong provinces.

The project sites in the provinces of Banteay Meanchey and Sra Kaeo have 4 main border gates including Poipet international border gate. Based on the initial report from the Cambodian border checkpoint in Poipet, each month approximately 11,553 Cambodian migrants cross the border to Sra Kaeo and approximately 7,000 undocumented Cambodian migrant workers are deported from Thailand to Cambodia through the Poipet border gate. These deported migrants come from all over Cambodia. Most of them have no skills or work experience and lack education. They cross the Thai-Cambodian border to find a job in Thailand as rickshaw pullers, retailers, factory workers, agricultural workers, sex workers and other unskilled jobs. In addition, there are also many Thai people daily who cross the border from Sra Kaeo to Banteay Meanchey to play in the casinos, use sex services, trade, etc.

The Koh Kong-Trat Twin City project site is located at the international border check-point of Koh Kong and Trat. The two provinces have land and sea border gates. Each day, many undocumented fishermen cross the border from Koh Kong in Cambodia to Trat province in eastern Thailand. A significant portion of the Koh Kong population does not have residency status in the province, coming from different provinces of Cambodia with the expectation of finding employment in Thailand. Most of the fishermen in Koh Kong are poor, unskilled and lack education and work experience. Far from home and under pressure to earn money, there are ample opportunities to frequent entertainment sites, access sex services and engage in alcohol and drug use.

3. Rationale for the cross-border projects

✓ *Legal and Administrative Factors*

- The majority of migrants do not have *legal documents*, which leads to difficulties in discussion with origin country
- Migrants often have limited freedom of movement which affects their *access to hospitals and health service provision centers*. The employment permit for documented workers restricts their travel within a certain territory.

- Most migrants fail to register because the *prohibitively high registration fee and compulsory health insurance*. Some migrants take out loans to afford the registration fee, incurring financial burden which makes health insurance even less attractive.
- Those who need to access health services face not only *social discrimination* but also *economic discrimination*, as the health services fees are too high given their low salaries.
- In addition to restricted physical movement, *both documented and undocumented workers are at risk of being taken advantage of from their employers*. Undocumented workers are particularly vulnerable as they do not have the luxury of choosing their employers. The employer can refuse to pay their salary and inform the police of their undocumented status which leads to the worker's arrest. In several cases, the employer pays undocumented workers less because they know that the workers are powerless to demand what was agreed upon informally due to their illegal status. The vulnerability in the case of documented workers stems from their inability to change employers, as they obtain a working permit through them.

√ *Social and Economic Factors*

- Language Barrier - Generally, Cambodian migrants can not speak Thai, but Surin, a Khmer dialect, which causes difficulty in communication. Not only does this raise a barrier between MMP and host communities, but also it reduces their access to the limited health education which is mainly available in Thai.
- Living and Working Conditions – Due to their lower social status, many migrants live in poor conditions and work longer hours for lower rates compared to Thai workers even though they might be documented workers. Empirical evidence from migrant stories indicates that some workers start using drugs to be able to work overtime in order to make enough salary to support their families.
- Uncertain and seasonal employment – Lack of legal standing for most workers often results in the termination of their employment. Some workers then choose to return to Koh Kong where employment opportunities are close to non-existent. This leads to high rates of drug use and begging among returned migrants, and often poor health conditions.
- Social stigma and pressures – Other workers, particularly those who work on boats for long periods then return to the bank, sometimes choose to remain in the host community when they are not working. Due to their stigmatised social status, there is social pressure to join one of the many rival gangs. The culture of being a gang member involves high levels of physical violence and alcohol consumption accompanied by high levels of unprotected sex. It is an opportunity to gain a better social standing and affirm their masculinity among peer migrants.
- Gender and sexuality norms – In addition to engaging in risky social behaviour such as membership in gangs, migrant men feel the need to assert their masculinity by not using condoms, taking medicines to increase their virility, add jewellery to their penises to increase pleasure. All of these practices increase the risk of infection by HIV and other STIs.

All of the above factors increase the vulnerability of documented and undocumented migrants to poverty and health problems in general, and HIV/AIDS in particular. Poor understanding of HIV/AIDS is exacerbated by lack of education in source communities for documented workers and during forced repatriation for undocumented workers.

4. Establishment of Cross-Border Project

After identifying the key issues related to Migrant and Mobile Populations crossing from Poipet to Roang Kluea, and Koh Kong to Trat, multi-sectoral working groups were established in both countries. The project details are as follows:

- Life of Project: July 2006 – December 2007
- Planned Budget: USD 28,000 for each project in Koh Kong and BMC;
- Project Goal: The Cross Border Demonstration Projects planned to reduce the vulnerability to HIV among Cambodian migrants to Thailand;
- Project Purpose: The purpose of the projects was to develop a model for multi-sectoral response to reduce HIV vulnerability among cross-border Cambodia migrants, in particular among deported migrants and sex workers for Sra Kaeo –BMC and among fishermen and

sex workers for Trat – Koh Kong projects. Building the capacity of the provincial teams in various aspects of implementing this intervention is a major focus of these cross-border demonstration projects.

- **Project Outcomes**
 - *Outcome 1:* Increased collaboration and coordination between SK-BMC Mobility Working Groups for issues of deported migrants and sex workers in SK-BMC and for fishermen and sex workers in Koh Kong-Trat.
 - *Outcome 2:* Enhanced capacity of SK-BMC and Trat-Koh Kong Mobility Working Groups members to develop and implement quality peer education programs for the selected target groups: sex workers, and deported migrants and fishermen.
 - *Outcome 3:* Increased capacity of SK-BMC and Trat-Koh Kong Mobility Working Group members to monitor and document lessons learned from joint implementation of peer education program for the selected target groups: sex workers, deported migrants and fishermen.

The Logical Framework Analysis for the two cross-border projects can be found at the end of this TOR.

5. Reach and Beneficiaries

The reach of the project is approximately 40 members (20 in each) of the Sra Kaeo and Trat Provincial Mobility Working Group; and 40 members (20 each) of Koh Kong and BMC Provincial Mobility Working Group on HIV/AIDS.

These members received *capacity development assistance* in the areas of:

- program design,
- program planning,
- advocacy and
- cross-border coordination skills.

The members benefited from both training and practical skill building exercises. In order to ensure that the project is beneficial to men and women, all trainings were gender sensitive and the curricula paid special attention to gender issues and how they affected the vulnerabilities of MMPs to HIV. In addition, the project provided many opportunities to female project members to take leadership in project design and management.

The indirect beneficiaries of this project are thousands of deported Cambodia migrants, fishermen and around 60 Cambodia sex workers, working in Sra Kaeo and Trat. Deported migrants received information during their waiting time in Sra Kaeo detention centre and in Poipet before being allowed to return to their homes.

Fishermen received information through peers during free time on boats and at cafes through their peers and IEC materials regarding HIV/AIDS prevention and condom use. Indirectly, source communities and the families of the deported migrants benefited from these educational materials and activities.

6. Objectives of the Evaluation

The overall **objectives of the evaluation** are to:

1. Contributing towards Outcome 3 of the cross-border projects, *enhance the capacity of the project staff* in designing and conducting project evaluation by involving them in all of the steps of the evaluation process including providing the necessary training and mentoring to the provincial mobility working groups; and
2. Support the provincial teams to *review the extent to which each project reached its objectives* as established in the Logical Framework Analysis for each project, particularly results planned under Outcome 2;
3. Document the self-evaluation process for each project site, including lessons learned, for sharing during a meeting of the joint cross-border mobility working group.

Using sound evaluation methodology, specific results under these evaluation objectives are:

1. Assess the *level of collaboration and coordination among the multi-sectoral working group members* in each province and cross-border provinces of Cambodia and Thailand and determine *factors that facilitate the Cambodia-Thailand cross border collaboration and coordination*
2. Provide information to the project manager and members that will serve to support and improve the quality of future decision-making on HIV and mobility issues;
3. Assess the efficiency and effectiveness of the project in meeting its goals and objectives;
4. Assess the calibre and completeness of results of the capacity development plan for each project team;
5. Assess the relevance and sustainability of the project;
6. Assess the feasibility and relevance of using the project as a model for scale-up and duplication elsewhere in the region and globally.

7. Scope of work**In pursuit of the overall objectives, the following key focus areas will be addressed during the Final Evaluation of the project:**

1. *Achievement of the project purpose*
 - Assess the extent to which the project achieved its purpose;
 - Assess the extent to which the outcomes and outputs of the project were achieved
2. *Appropriateness of the process*
 - Describe how the project was designed and monitored including strengths and weaknesses of the project planning, implementation, monitoring and evaluation.
3. *Project delivery mechanism and management*
 - Assess the overall management and structure of the project – Review the clarity of roles and responsibilities of the various institutional arrangements for project management and the level of coordination between Provincial Mobility Working Group members.
4. *Best practices and scale-up*
 - How could the project, as a capacity building exercise, have been improved?
 - What was the quality of technical assistance provided to the Provincial Mobility Working Group?
 - Was there adequate timeframe and budget allocated to the project based on the goals, purpose and objective?
 - Are there opportunities and advantages in the design for continuation and scale up after the project?
 - Provide analysis on lessons learned and best practices and suggestions on how to expand 'Best Practices' in the two border areas and other relevant settings.
 - Lessons Learned can be analysed in terms of:
 - I. Local ownership on the project;
 - II. Stakeholder participation and efforts in support of the implementation of the project;

8. Recommended methodology for the evaluation

The evaluation will focus on the qualitative analysis of project results. A range of methods and sources will be used based on the Proposed Monitoring and Evaluation Framework for each project, including:

1. **Key Program Document Review**, including the project design documents, monthly and semi-annual reports, meeting minutes, training and workshop reports and baseline assessment report.
2. **Key Informant Interviews** to gain key stakeholder's comments and ideas on project design,

implementation, monitoring and evaluation. This will include interviews with Provincial Mobility Working Group, representatives from MMPs & PLWHA, NGOs. The consultant will support the PMWG to develop the questionnaire and conduct interviews with key informants.

- 3. Focus group discussions** among project members: FGD will also be used to obtain comments on the success of project activities, best practices, lessons learned and recommendations/suggestions using prompts developed during the training on evaluation conducted by the consultant.

9. Recommended Activities and Timeline	
Activities	Timeline
Consult with the PMST on each side of the border and urge them to review the LFA and develop a set of evaluation questions and key informants for each projects;	Q4 -
Cambodia and Thailand teams share the list of questions with each other and with experts (HACC, MOPH Thailand) and finalize a list that will be used by all FOUR PMSTs	Q4 -
Select an external evaluator for Thailand and one for Cambodia – the external evaluator should be an M&E expert who is willing to design an M&E training, facilitate and document the evaluation process	Q4 -
Consultant(s) in Cambodia and Thailand design an M&E training based on the needs and goals of the cross-border demonstration projects evaluation.	Q4 -
Part 1 - Consultant works with CPM/APM in Cambodia and Thailand to hold an M&E workshop based on the agreed content and supports the provincial teams to finalize the design of a self-evaluation participatory process for each project.	Q4 -
Part 2 – Consultant works with PMWG members to run the evaluation : conduct interviews with key informants, focus group discussions and document review.	
Consultant documents all steps of the evaluation process, including a section reporting on the proceedings and results of the participatory self-evaluation with feedback from provincial MWG	
CPMs share reports from each side of the border with each other and regional team – reports are merged to joint evaluations	
Joint meetings for each cross-border project to share results including the final joint report.	Q1 -

10. Logical Framework Analysis and Performance Monitoring and Evaluation Framework for Cross-Border Projects

I. Sra Kaeo – Banteay Meanchey Logical Framework Analysis

Region	Sra Kaeo – Banteay Meanchey province		
Project Title	SK – BMC Cross Border Demonstration Project		
	Expected Results	Performance Indicators	
Goal To reduce HIV/AIDS vulnerability among migrant and mobile populations	Impact HIV vulnerability among migrant and mobile populations is reduced.		Assumptions/Risk Indicators
Objectives To develop a model for multi-sectoral response to reduce HIV vulnerability among cross border migrant and mobile populations	Outcomes 1. Increased collaboration and coordination between SK-BMC Mobility Working Group for sex workers and deported migrants. 2. Enhanced capacity of SK-BMC Mobility Working Group members to develop and implement quality peer education programs for sex workers and deported migrants. 3. Increased capacity of SK-BMC Mobility Working Group members to monitor and document lessons learned from joint implementation of peer education program for sex workers and deported migrants.	Performance Indicators 1.1 Active participation of SK-BMC MWG members in collaborative meetings and joint events 1.2 Active participation of SK-BMC MWG members in design and implementation of HIV/AIDS programs for target group 2.1 Quality of training guidelines and/or curriculum developed by provincial Mobility Working Groups that reflect regional best practices 2.2 Improved capacity of peer educators to deliver peer training and counselling for target group 3.1 Evidence of increased capacity in project monitoring and documentation 3.2 Evidence of lessons learned from the project shared and disseminated to stakeholders	
	Outputs 1.1 SK-BMC MWGs are developed to facilitate cross border collaboration and coordination for HIV/AIDS programming for target group. 2.1 Peer education programs for sex workers and deported migrants are developed and operationalized. 3.1 Increased SK-BMC MWG capacity to share information and resources with key stake holders.	Performance Indicators 1.1.1 Joint SK-BMC MWG and provincial MWGs are developed 1.1.2 TOR for each working group developed 1.1.3 Frequency of meetings/joint events held 2.1.1 Number of peer educators trained in HIV/AIDS prevention for mobile sex workers and deported migrants 2.1.2 Number of sex workers and deported migrants who have received HIV/AIDS prevention education from their peers. 3.1.1 Evidence of information disseminated with key stakeholders 3.1.2 Evidence of resources coordinated among key agencies 3.1.3 Policy issues identified	Assumptions Risk Indicators

II. Sra Kaeo – Banteay Meanchey Proposed Monitoring and Evaluation Framework

EXPECTED RESULTS	PERFORMANCE INDICATORS	MEANS OF VERIFICATION	SOURCE OF INFORMATION	FREQUENCY (TIMEFRAME)	RESPONSIBILITY (Who will collect information?)
Impact HIV vulnerability among migrant and mobile populations is reduced.					
Outcome 1 Increased collaboration and coordination between SK-BMC Mobility Working Group for sex workers and deported migrants.	1.1 Active participation of BMC and SK MWG members in collaborative meetings and joint events	Meeting minutes/reports Status reports	Collection of meeting minutes/reports Interview with working group members	Semi annually	BMC, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
	1.2 Active participation of BMC MWG members in design and implementation of HIV/AIDS programs for target group	Meeting minutes/reports Status reports	Collection of meeting minutes/reports Interview with working group members	Semi annually	BMC, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
Output 1.1 SK-BMC MWGs are developed to facilitate cross border collaboration and coordination for HIV/AIDS programming for target group	1.1.1 Joint BMC-SK MWG and provincial MWGs are developed.	Letters of appointment to participate	Collection of letter of appointment	Quarterly	BMC, Sra Kaeo, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
	1.1.2 TOR for each working group developed	Document review	Collection of document	Quarterly	BMC, Sra Kaeo, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
	1.1.3 Number of meetings/joint events held	Meeting minutes/reports Reports on special events	Collection of meeting minutes/reports	Quarterly	BMC, Sra Kaeo, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office,
Outcome 2 Enhanced capacity of BMC-SK Mobility Working Group members to develop and implement quality peer education programs for mobile sex	2.1 Quality of training guidelines and/or curriculum developed by provincial Mobility Working Group that reflects regional best practices.	Document review Status reports of project	Collection of project document Collection of status report	Semi annually	BMC, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Off. of Dis.Control 3

EXPECTED RESULTS	PERFORMANCE INDICATORS	MEANS OF VERIFICATION	SOURCE OF INFORMATION	FREQUENCY (TIMEFRAME)	RESPONSIBILITY (Who will collect information?)
workers and deported migrants.	2.2 Improved capacity of peer educators to deliver peer training and counselling for target group.	Document review Training reports	Collection of training reports Interview with TOT trainers	Semi annually	BMC, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
Output 2.1 Peer education programs for mobile sex workers and deported migrants are developed and operationalized	2.1.1 Number of peer educators trained in HIV/AIDS prevention for sex workers and deported migrants.	Training reports Document review	Collection of training reports	Quarterly	BMC, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
	2.1.2 Number of sex workers and deported migrants who have received HIV/AIDS prevention education from their peers.	Document review of TOT trainers records of their activities	Collection of TOT trainers records	Semi annually	BMC, MoLVT, NAA, FP, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
Outcome 3 Increased capacity of SK-BMC Mobility Working Group members to monitor and document lessons learned from joint implementation of peer education program for sex workers and deported migrants.	3.1 Evidence of increased capacity in project monitoring and documentation	Document review, project monitoring plan	Collection of project monitoring plan, Interview with project staff	Quarterly	BMC, MoLVT, NAA, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
	3.2 Evidence of lessons learned from the projects shared and disseminated to stakeholders	Document review Workshop report	Collection of workshop report	Quarterly	BMC, MoLVT, NAA, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
Output 3.1 Increased SK-BMC MWG capacity to share information and resources with key stakeholders.	3.1.1 Evidence of information disseminated with key stakeholders	Document review Meeting report	Collection of minutes Interviews with stakeholders	Quarterly	BMC, MoLVT, NAA, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3
	3.1.2 Evidence of resource coordinated among key agencies	Document review Meeting minutes	Collection of meeting minutes Interviews with stakeholders	Quarterly	BMC, MoLVT, NAA, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3

EXPECTED RESULTS	PERFORMANCE INDICATORS	MEANS OF VERIFICATION	SOURCE OF INFORMATION	FREQUENCY (TIMEFRAME)	RESPONSIBILITY (Who will collect information?)
	3.1.3 Policy issues identified	Meeting reports Document review	Collection of meeting reports	Quarterly	BMC, MoLVT, NAA, CPM, CPO Sra Kaeo: Prov.H.Office, Off. of Dis.Control 3

III. Koh Kong – Trat Logical Framework Analysis

Region	Koh Kong – Trat province		
Project Title	Koh Kong - Trat Twin City Project		
	Expected Results	Performance Indicators	
Goal To reduce HIV/AIDS vulnerability among cross border migrant and mobile populations	Impact: HIV vulnerability among migrant and mobile populations is reduced.	Performance Indicators	Assumptions / Risk Indicators
Purpose To develop a model for multi-sectoral response to reduce HIV vulnerability among cross border fishermen	Outcomes 1. Increased collaboration and coordination between Koh Kong – Trat Mobility Working Group for fishermen. 2. Enhanced capacity of Koh Kong – Trat Mobility Working Group members to develop and implement quality peer education programs for fishermen. 3. Increased capacity of Koh Kong – Trat Mobility Working Group members to monitor and document lessons learned from joint implementation of peer education program for fishermen.	Performance Indicators 1.1 Active participation of Koh Kong - Trat MWG members in collaborative meetings and joint events. 1.2 Active participation of Koh Kong –Trat MWG members in design and implementation of HIV/AIDS peer education programs for cross border fishermen. 2.1 Quality of training guidelines and/or curriculum developed by provincial Mobility Working Groups reflect regional best practices. 2.2 Improved capacity of peer educators to deliver peer training and counselling (pre-departure and returnee). 3.1 Evidence of increased capacity in project monitoring and documentation 3.2 Evidence of lessons learned from the project shared and disseminated to stakeholders	
	Outputs 1.1 Koh Kong-Trat MWGs are developed to facilitate cross border collaboration and coordination for HIV/AIDS programming for fishermen. 2.1 Peer education programs for fishermen are developed and operationalized. 3.1 Increased Koh Kong – Trat MWG capacity to share information and resources with key stakeholders.	Performance Indicators 1.1.1 Joint Koh Kong-Trat MWG and provincial MWGs are developed 1.1.2 TOR for each working group developed 1.1.3 Frequency of meetings/joint events held 2.1.1 Number of peer educators trained in HIV/AIDS prevention for fishermen 2.1.2 Number of fishermen who have received HIV/AIDS prevention education from their peers. 3.1.1 Evidence of information disseminated with key stakeholders 3.1.2 Evidence of resources coordinated among key agencies 3.1.3 Policy issues identified	Assumptions/ Risk Indicators

IV. Koh Kong – Trat Proposed Monitoring and Evaluation Framework

EXPECTED RESULTS	PERFORMANCE INDICATORS	MEANS of VERIFICATION	SOURCE OF INFORMATION	FREQUENCY	RESPONSIBILITY
Impact HIV vulnerability among migrant and mobile populations is reduced	% of fishermen that were trained, accepted and practice safe sex ; % reduction of HIV/AIDS cases	Baseline information Monitoring report on HIV/AIDS by NAA	Provincial Department of Health, Project Evaluation Survey	End of project	MWG, Project Evaluation Consultant Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
Outcome 1 Increased collaboration and coordination between Koh Kong – Trat Mobility Working Group for fishermen.	1.1 Active participation of Koh Kong - Trat MWG members in collaborative meetings and joint events	Meeting minutes/reports Status reports	Collection of meeting minutes/reports Interview with working group members	Semi annually	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
	1.2 Active participation of Koh Kong provincial MWG members in design and implementation of HIV/AIDS peer education programs for cross border fishermen	Meeting minutes/reports Status reports	Collection of meeting minutes/reports Interview with working group members	Semi annually	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
Output 1.1 Koh Kong-Trat MWGs are developed to facilitate cross border collaboration and coordination for HIV/AIDS programming for fishermen.	1.1.1 Joint Koh Kong-Trat MWG and provincial MWGs are developed	Letters of appointment to participate in working group	Collection of letter of appointment	Quarterly	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
	1.1.2 TOR for each working group developed	Document review	Collection of document	Quarterly	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3

EXPECTED RESULTS	PERFORMANCE INDICATORS	MEANS of VERIFICATION	SOURCE OF INFORMATION	FREQUENCY	RESPONSIBILITY
	1.1.3 Frequency of meetings/joint events held	Meeting minutes/reports Reports on special events	Collection of meeting minutes/reports	Quarterly	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
Outcome 2 Enhanced capacity of Koh Kong- Trat Mobility Working Group members to develop and implement quality peer education programs for fishermen.	2.3 Quality of training guidelines and/or curriculum developed by provincial Mobility Working Group that reflect regional best practices.	Document review Status reports of project	Collection of project document Collection of status report	Semi annually	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
	2.4 Improved capacity of peer educators to deliver peer training and counselling (pre-departure and returnee).	Document review Results of peer capacity assessment	Survey with peer educators	Semi annually	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
Output 2.1 Peer education programs for fishermen are developed and operationalized.	2.1.3 Number of peer educators trained in HIV/AIDS prevention for fishermen	Training reports	Collection of training reports	Quarterly	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
	2.1.4 Number of fishermen who have received HIV/AIDS prevention education from their peers.	Peer activity records Document review	Collection of peer activity records Interview with fishermen	Semi annually	MoLVT, KK, NAA, FP, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
Outcome 3 Increased capacity of Koh Kong – Trat Mobility Working Group members to monitor and document lessons learned from joint implementation of peer	3.1 Evidence of increased capacity in project monitoring and documentation	Document review, project monitoring plan	Collection of project monitoring plan, Interview with project staff	Quarterly	KK, MoLVT, NAA, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3

EXPECTED RESULTS	PERFORMANCE INDICATORS	MEANS of VERIFICATION	SOURCE OF INFORMATION	FREQUENCY	RESPONSIBILITY
education program for fishermen	3.2 Lessons learned from the project shared and disseminated to stakeholders	Document review Workshop report	Collection of workshop report	Quarterly	KK, MoLVT, NAA, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
Output 3.1 Increased Koh Kong-Trat MWG capacity to share information and resources with key stakeholders	3.1.1 Evidence of information disseminated with key stakeholders	Document review Meeting report	Collection of minutes Interview with stakeholders	Quarterly	KK, MoLVT, NAA, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
	3.1.2 Evidence of resources coordinated among key agencies	Document review Meeting minutes	Collection of meeting minutes Interview with stakeholders	Quarterly	KK, MoLVT, NAA, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3
	3.1.3 Policy issues identified	Meeting reports Document review	Collection of meeting reports	Quarterly	KK, MoLVT, NAA, CPM, CPO Trat: Trat Provincial Public Health Office, Off. of Disease Control 3

12.6 Completion Report Documentation List

Performance Measurement Framework Indicator	Documents/Data Sources
1.1 Increased participation of multiple sectors including PLHA, in policy review and development related to mobility and HIV.	NPSA II questionnaire and report MAP-4 and UNRTF reports Country Annual and Semi-Annual Reports
1.2 Number of new or amended policies about mobility-related HIV submitted for approval or enforced.	National Policy Self Audit Round I and II Use of Soft Law to Address HIV/AIDS in South East Asia (published article)
1.3 Extent to which mobility-related HIV/AIDS policies adopt gender-inclusive approaches.	Combined National Policy Self-Audits Lao PDR Gender Analysis of National Strategy and Action Plan Gender Mainstreaming Survey Thailand National Master Plan for MMPs Cambodia MoPWT 3-Year Operational Plan Country Annual and Semi-Annual Reports
1.1.1 Quality and level of participation of multiple sectors, PLHA and women evident in policy dialogue/reviews related to MMP and HIV	Country Annual and Semi-Annual Reports MAP-4 Meeting Reports Country MTWG meeting reports
1.1.2 Extent to which dialogue on policy and recommendations informs and impacts the mobility-related policy agenda.	Country MTWG meeting Reports MAP-4 and UNRTF Meeting Reports Use of Soft Law to Address HIV/AIDS in South East Asia (published article)
1.2.1 Increase in resources allocated to mobility-related HIV prevention in targeted sector budgets.	Sustainability Survey GFATM Round 7 Proposal (e.g. Cambodia) Regional AR 2007-08
1.2.2 Number of government ministries and other organisations involved in mobility-related HIV prevention annual work plans.	Country Semi-Annual and Annual Reports Work Plan documents from national ministries NPSA Round I and II
2.1 Number of new cross-border/regional mobility HIV prevention initiatives proposed that reflect implementation of the Regional Strategy	See country document lists GFATM Round 7 Meeting Report UNRTF Meeting Report Vietnam Prime Minister's Decision on Cross-Border

	Collaboration
2.2 Evidence of effective information sharing and improved coordination of initiatives.	CSEARHAP Newsletters
	CSEARHAP Website
	Thailand migrant database + other bilateral initiatives
	Cross-border demo project evaluation reports
	MAP-4 reports
2.1.1 Number of viable, gender-based, regionally-focused mobility-related HIV proposals/concepts developed for potential funding.	See Country document lists for country-specific proposals
	GFATM Round 7 Meeting Report
	Partner Consultation Meeting Reports
2.1.2. Demonstration of information sharing and coordination of resources related to HIV and mobility.	MAP-4 Meeting Reports
	Country Study Tour reports (see Country document lists)
	CSEARHAP website
2.2.1 Frequency of migrant-friendly and gender-balanced collaboration on cross-border HIV issues.	Demonstration project outlines
	Demonstration project evaluation reports
	Internal Monitor Reports
2.2.2 Evidence that analysis of MMP is shared and used by both source and destination countries in ways that protect and promote equal rights to health and confidentiality.	GFATM Round 7 Meeting Reports
	UNRTF Meeting Reports
	MAP-4 Meeting Reports
3.1 Level of consistent participation of governments, international organisations and members of civil society in MAP-4.	MAP-4 Reports incl. participant lists
	Lessons learned from past Annual Reports
3.2 Evidence of improved coordination and harmonization of mobility-related HIV policy recommendations, resource allocations, projects and programming.	Proposal Development Guidelines
3.1.1 TOR and clear mandate endorsed for MAP-4 that addresses key elements of MMP vulnerability and linked to UNRTF.	MAP-4 TOR document
	UNRTF Regional Strategy
	MAP-4 Seven Elements
3.1.2 Evidence of harmonization of programme resources, financial and non-financial, among MAP-4 members	Minutes from Partnership Consultations
	MAP-4 Workshop Reports
	UNRTF Conference Reports
	UNRTF Action Plans for MAP-4 countries
3.1.3 Evidence of contribution to lessons learned and global best practices, including gender mainstreaming.	IAC 2006 Abstracts
	IAC 2006 Conference Report

	Vancouver Study Tour Report
	ICAAP 2006 Conference Report
	ICAAP 2006 Presentations and Abstracts (Regional and Country)
	AIDS2008 Abstracts submitted
	UNAIDS Best Practice Documents
	Best Practice Handbook
	CSEARHAP Best Practice Documents