

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

1. Background

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

2. Vision, goal, objective

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

3. Product and activities

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

4. Indicators, milestones and sources of verification

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

5. Responsible partner, timing and geographic area

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

6. Planned costs, available resources and unmet needs

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

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

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

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

Logical framework

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

Vertical logic: what the project intends to do?

Horizontal logic: measurement of the effects and the resources used

Activity schedule

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

Resource schedule

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