



ERNA - European Red Cross and Red Crescent Network on HIV, AIDS and TB

PLAN OF ACTION 2012

OBJECTIVES	ACTIVITY	INDICATORS/SUPPORTING DOCUMENTS	ASSUMPTIONS	TIMEFRAME	BUDGET / FINANCIAL PLAN
[GOAL] To contribute to the reduction of the spread of HIV, AIDS, TB and other communicable diseases principally among the most vulnerable people					EUR 86.000,00
[Outcome 1] – To strengthen and promote the exchange of experiences, information and best practices among member National Societies and with others					EUR 52.500,00
[Output 1.1] – Exchange of experience and information and decision making sharing through the ERNA Board	Agenda points/contents to be defined during the Board Meeting: - Adopting of the previous meeting minutes - Analysing of 2011 PoA and budget - Up-dating over Budget 2012 - Finalizing of the ERNA Plan of Action 2012	Budget for 2012 up-dated PoA for 2012 finalized after got back comments from Member NSs Draft revised ToR version ready Location for ERNA 16 th Annual General Meeting (AGM) defined. Draft MoU		February 2012 (electronically done)	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR) No expenses for travel and accommodation as it is done

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	<ul style="list-style-type: none"> - Drafting of a long term strategic plan - Analysis of offer for location proposed by Georgia RC, hosting the 16th General Meeting - Preparing ERNA brochure (booklet) - Information Bulletin of ERNA activities- for presenting to NSs leadership, in operation with Europe Zone - <u>Following up the ERNA Evaluation recommendations:</u> a new revised ToR will be drafted to make key tasks and responsibilities of Board, Secretariat and members more specific, time bound and accountable 	<p>between ERNA and Georgia RC hosting 16th AGM prepared. Budget of the meeting discussed.</p> <p>Minutes of ERNA Board meetings published over the ERNA website</p>			electronically
<p>[Output 1.2] – Exchange of experience and information sharing through the ERNA Board meeting</p>	<p>Participation of the full Board (Chair, the two Vice-Chairs, the ERNA Coordinator, Georgia RC, IFRC Zone representative, the Youth ECC representative) and inviting PLHIV representatives and the previous ERNA Chair. Preparations of the 16th ERNA Annual General Meeting (AGM):</p> <ul style="list-style-type: none"> - Adopting the minutes from the previous meeting - Signing MoU with the host 	<ul style="list-style-type: none"> - Agenda of the AGM and work in groups are agreed upon. - Provisional Programs are adopted. - Provisional list of the guests are approved. - Details are agreed upon - Budget of the meeting is defined. - ERNA Secretariat budget report shared. - Venue of the meeting is 		<p>May 2012 Minsk</p> <p>(dates to be decided in January, 2012)</p>	EUR 5.000,00

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	<p>NS</p> <ul style="list-style-type: none"> - Outline the Agenda of the Annual General Meeting - Preparing topics and list of the guests to be invited for the 16th ERNA Annual General Meeting discussed - Invitation for the AGM sent out to RCRC and external partners (end of May) - To form and agree upon the working group for ERNA AGM 2012 - Discussing possibilities and facilities to organize the AGM - Discussing the promoting materials on ERNA AGM - Approving the budget of the AGM - Current ERNA budget 2012 	<p>approved.</p> <ul style="list-style-type: none"> - Agenda of the meeting and work in groups is agreed upon. Report published over the ERNA website 			
<p>[Output 1.3] - Consultations of ERNA Board and ERNA Secretariat with the host NS for the 16th ERNA General Meeting</p>	<p>ERNA President (Vice-President) and ERNA Secretariat Coordinator preparatory visit to AGM Location in Georgia and organizational issues</p>	<p>Agreements on the budget are agreed with host NS</p> <p>Meeting with the government representatives carried on</p>	<p>Host NS provides necessary information and cooperates in ERNA Meeting preparatory works with ERNA Secretariat.</p>	<p>June 2012</p>	<p>EUR 1800,00</p>
<p>[Output 1.4] - Exchange of experience and information and decision making sharing through</p>		<p>Report from the ERNA Secretariat Coordinator preparatory visit to the AGM location in Georgia and the</p>		<p>July 2012 (electronically done)</p>	<p>Included in General Administration Cost (see Annex 1)</p>

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the ERNA Board		report from the Georgian RC on the AGM preparations			
[Output 1.5] - Sharing experiences and best practices of member National Societies during the Annual General Meeting	<p>16th ERNA Annual General Meeting well organized and executed</p> <p>The new revised ToR discussed</p> <p>Workshops by interactive methods of work widely used</p> <p>Active role played by external stakeholders (PLHIV, International and National Organizations)</p> <p>Best practices sharing among member National Societies</p> <p>Active participation in the Board election process</p>	<p>No. of Member NSs represented</p> <p>The new revised ToR approved</p> <p>Interactive participation of all concerned members in the sessions</p> <p>Key elements shared on specific issues discussed in the sessions</p> <p>Key elements extracted from the outcome of the workshops.</p> <p>Reinforced partnership with other involved stakeholders Participants actively involved in the workshops.</p> <p>Chair and Vice-Chair for the three years mandate elected</p> <p>Evaluation by participants implemented with questionnaires</p> <p>Full Report published over the ERNA website</p>	<p>The budget for the meeting is covered.</p> <p>The budget for supporting the participation of NSs requesting support is covered.</p> <p>That National Societies are willing to report on their best practices.</p> <p>That there are available lecturers and facilitators for the workshops.</p>	September 2012	EUR 40.000,00 Accommodation and travel costs for ERNA GM supported NSs and guests, meals and coffee breaks, translation, rent of meeting premises, stationary and printing, support for the fuel expenses

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<p>[Output 1.6] - Verification and accountability of the ERNA member key contact person as adherence to the requirements in the ToR to Member NSs on their Key tasks and responsibilities (Annex 2 of the ToR adopted by the AGM on 2010 in Minsk)</p>	<p>Contact with each Member NS to constantly up-date their contact person</p> <p>Share relevant information with key contact people</p> <p>Permanent consultation over relevant themes done electronically</p>	<p>Key ERNA Member NSs contact list constantly up-date</p> <p>Positive feed-backs received from key contact persons regarding NSs actions, plans relevant to ERNA mission such as PoA, Strategy 2012-2013, revised ToR, etc...</p>	<p>That there is enough awareness and interest in NSs to topics relevant to ERNA mission</p>	<p>Ongoing</p>	<p>Included in General Administration Cost (see Annex 1)</p>
<p>[Output 1.7] - ERNA Board meeting at the end of 16th ERNA Annual General Meeting in the host country</p>	<p>The previous Board welcome the new one and pass the testimony in this Board held in common</p> <p>16th ERNA Annual General Meeting initial evaluation Conducted</p> <p>- Current ERNA budget 2012 shared</p>	<p>Verification of program is executed and list of tasks Objectives of AGM are verified</p> <p>ERNA Secretariat budget report is done</p>		<p>September 2012</p>	<p>EUR 900,00</p> <p>Being attached to the end of the AGM it has to be considered only one more day staying costs.</p>
<p>[Output 1.8] - Exchange of experience and information sharing through the ERNA Board meeting (the exact location to be defined)</p>	<p>- Adopting the report of the 16th ERNA Annual General Meeting</p> <p>- Adopting the previous ERNA Board meeting minutes</p> <p>- Discussing the ERNA PoA 2013</p>	<p>Draft Report of the 16th ERNA Annual General Meeting</p> <p>List of Board members suggestions</p> <p>ERNA Secretariat budget</p>		<p>December 2012</p>	<p>EUR 3.000,00</p>

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	- Approving ERNA budget 2013	report ERNA PoA and budget for 2013			
Output 1.9] - To strengthen the ERNA network and the relation with relevant stakeholders through the exchange of experience and information by the website	-Updating the website on the regular basis -To insert relevant information from member National Societies and relevant stakeholders -To keep working with ERNA website Q&A and Forum part -Possibility to offer the platform to be used by PLHIV NGOs	No. of news posted No. of electronic advices offered No. of visits to the website No. of PLHIV organizations using the platform as its own No. of other stakeholders linked	That members and stakeholders are well-informed	Ongoing	EUR 1.800,00 for the web site maintenance
[Outcome 2] - To promote the setting up of innovative initiatives and to reproduce them in other National Societies by adapting them to the beneficiaries					2.000,00 EUR
[Output 2.1] - Increase of visibility on activities developed in the field of Harm Reduction	Questionnaire about achievements prepared and shared with NS representatives who participated in the training in Villa Maraini. It has to be done by ERNA Secretariat in cooperation with IFRC Zone and IFRC Geneva and Italian Red Cross.	No. of persons answering the questionnaire No. of trained persons No. of new HR programs/projects in member National Societies	That the NSs express their interest to follow-up. That the NSs continue to carry out Harm Reduction activities That there are experts available to provide the	April-May 2012	Included in General Administration Cost (see Annex 1)

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	Mapping results of activities done on harm reduction Disseminating the information	Sustainability of (... x) current programs /projects run by member National Societies Published over the ERNA website	follow-up.		
[Output 2.2] - Increase of visibility on activities developed in the field of HIV, AIDS and TB programmes run by NSs	Questionnaire on NSs activities on HIV /TB, drug issues (includes activities on advocacy/fighting stigma and discrimination/humanitarian diplomacy) prepared by ERNA Secretariat in Cooperation with IFRC Zone and Geneva Disseminating the information	No. of NSs responding to the questionnaire Results published over the ERNA website	That this mapping action will be actively supported by key persons to be identified in NSs.	Ongoing	Included in General Administration Cost (see Annex 1)
[Output 2.3] - Increase Visibility on ERNA Network	To disseminate informational ERNA Brochure (Booklet), ERNA bulleting and other promotion materials through every meetings with internal and external stakeholders	No. of disseminated promotional materials (segregated by type) News published over the ERNA website	Enough funds secured for ERNA Brochure/bulletin.	Throughout 2012	EUR 2.000,00
[Outcome 3] - To promote and facilitate concerted collaborative actions in the prevention of HIV, AIDS, TB and other communicable diseases with UN agencies, EU, non-governmental organizations, Global					EUR 9.500,00

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Fund and other international and national organizations and with existing Federation's Networks					
[Output 3.1] - Strategic partnership between National Societies and other agencies & partners	<p>-Increasing the existing cooperation with UNAIDS, WHO, UNODC, EU, Global Fund, Stop TB, IHRA and other Civil Society Organizations</p> <p>-To seek for other potential partners/donors involved in the field of HIV/AIDS, TB and other communicable diseases.</p>	<p>Number of partnership established – communication with member NSs</p> <p>Participation of ERNA Board member at relevant Meetings organized by external potential partner organizations</p>	<p>That National Societies have programmes and feasible projects to present and to offer to potential partners, that there is a will to cooperate.</p> <p>To explore if there is possibility to include Potential Partners' tools in RCRC actions</p>	Partners to be invited to the 16 th ERNA Annual General Meeting	EUR 3.000,00 If possible partners will pay for their own participation
[Output 3.2] – Strengthen Partnership within the RC/RC Movement and other RC/RC Networks on HIV and TB	<p>-Increase number of ERNA members</p> <p>-Joint participation on International meetings ERNA/ART</p> <p>- Share information of ART and other IFRC networks through ERNA website</p> <p>-To share information /and make available space on ERNA website for the HIV/TB IFRC networks from other</p>	<p>Participation of ERNA Board members at relevant Meetings</p> <p>New experience, know-how and ideas shared through minutes & reports and website</p>	That experience, ideas, and innovations of ART and Network will be adapted and used by ERNA and vice versa. That ART and ERNA Network experience will be used by the other IFRC Network and vice versa	Ongoing	EUR 3.000,00

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	regions (outside Europe)				
[Output 3.3] - Building partnership in Harm Reduction activities, events, initiatives.	To increase cooperation with International Organizations on harm reduction (IHRA, OSI, ..)	Participation of ERNA Board members at relevant Meetings New experience, know-how and ideas shared through minutes & reports and ERNA website	That there is a reciprocal interest in cooperation. Good practices are shared.	Ongoing	EUR 3.000,00
[Output 3.4] - Strategic partnership between ERNA, and other IFRC Networks improved	To establish cooperation with PERCO, Psychological Support, First Aids network	No. of exchanges with the three networks		Each 4 months	Included in General Administration Cost (see Annex 1)
[Output 3.5] - Maintaining good cooperation with IFRC/RC Europe Zone Cooperation with the Red Cross EU Office based in Brussels	Europe Zone Health representative participating at ERNA Boards and General meetings Partnership with the RC/EU Office, RC EU Office representative present at ERNA AGM - presenting possible calls for proposals	Increased exchange of information with the IFRC Europe Zone office Number of options for applications presented	IFRC has budget	Periodical	Budget covered by IFRC representatives
[Output 3.6] - Starting cooperation with European Funding Practitioners Group (EFPG)	ERNA board member participates in the EEPG meeting.		That there is a reciprocal interest in cooperation.	Throughout 2012	EUR 500,00

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[Outcome 4] – To strengthen PLHIV in better raise their voice and their capacity to develop their role in the community					EUR 7.000,00
[Output 4.1] – Reinforce and/or build new partnerships with PLHIV NGO’s in order to expand existing actions and to promote new initiatives at all levels	General assessment of actors involved in the field: Identification of PLHIV organizations, relevant NGO’s, and groups at national and local level; Establishment of bilateral dialogue. Acting together for: - a multilateral understanding of each player by exposing their overall activities; - identifying a shared agenda of priorities and activities; - sharing responsibilities among the players by activities.	No. of meetings organized and No. of relevant stakeholders involved Increased cooperation of National Societies and national PLHIV organizations: No. of NGOs included in partnership through common agenda (MoU, Consensus statements, ...)	That there is enough commitment in cooperation.	Throughout 2012	EUR 3.000,00
[Output 4.2] - Partnership and more involvement of PLHIV and other target groups in ERNA activities in ERNA Annual General Meetings	To invite PLHIV, TB and other affected people and their NGOs to 16 th Annual General Meeting (2 representatives of international organization and 3 representatives of local organization)	The number of affected people in the ERNA AGM is increased Support to the participation in ERNA AGM and Board meetings	That there is commitment in cooperation	Ongoing	EUR 4.000,00
Output 4.3] – Involving	PLHIV special	One representative of	That there is strong	September 2012,	The cost is included

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the PLHIV in the ERNA governance	advisor/representative for ERNA Board to be selected for two years	beneficiary communities included in the ERNA Governance Development of a practice that can be proposed as good practice	commitment in cooperation	at 16 th ERNA AGM	in the budget line of the Board Meetings
Output 4.4 – To promote PLHIV Organization role in evaluation of projects targeted to vulnerable people	To collect and disseminate the existing best practices	No. of evaluations done		Ongoing	Included in General Administration Cost (see Annex 1)
Output 4.5 – To promote better awareness over the stigma affecting PLHIV	In Partnership with PLHIV referral Org. (GNP+) ERNA will promote the adoption of the “STIGMA INDEX” via ERNA website	ERNA website present the tool		Ongoing	Included in General Administration Cost (see Annex 1)
[Outcome 5] – To build capacity on Humanitarian Diplomacy to apply in the field of HIV and TB together with Member NSs.					Included in General Administration Cost (see Annex 1)
[Output 5.1] – Developing appropriate tools on Humanitarian Diplomacy (HD) on HIV and TB	To send a letter with the short summary recommendations of ERNA GM 2011 meeting to all ERNA members and IFRC. Open specific part of ERNA website with HD materials	The draft tool has been developed Number of situations where the tool has been used That these tools will be a best	RC/RC NSs use the HD tool	Draft toolkit finalized by September, 2012	Included in General Administration Cost (see Annex 1)

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	<p>Promoting the developing of tools on HD</p> <p>Work together with IFRC EZO and GVA to ensure drafting of the tools</p>	<p>practice developed by the ERNA Network</p>			
[Output 5.2] – Strengthening partnership with WHO	<p>Invite WHO for 16th ERNA AGM</p> <p>To cooperate with WHO for a specific action in specific country as expressed by NSs</p>	<p>No. of RCRC projects were WHO is partner</p> <p>No. of informational documents shared between WHO and ERNA on the field of HIV/TB</p>		Throughout 2012	Included in General Administration Cost (see Annex 1)
[Outcome 6] - National Societies in countries in transition and developing countries improve their capabilities in being relevant stakeholders in the Region through common projects of European National Societies					EUR 13.000,00
[Output 6.1] – Focusing and sharing of best practices	<p>To support financially the participation of some member NS at special events related to HIV, TB and other communicable diseases</p>	<p>No. of National Societies which participated in international conferences presenting best practices or in specific trainings</p>	<p>That member National Societies express their concrete needs, wishes and proposals for such study visits/trainings</p>	Throughout 2012	EUR 3.000,00

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[Output 6.2] – Raising skills in project implementation	To create conditions for facilitating exchange/study visits among member National Societies, exchange of experiences from each other	2 exchange/study/cooperation visits done Report of the event results Report disseminated through ERNA website	That there are sufficient funds IFRC will provide clear recommendation on outlook of such experience exchange	Throughout 2012	EUR 10.000,00
[Output 6.3] - Increase number of projects of HIV, AIDS and TB co-funded by EU funds or from other external donors	To use the expertise of IFRC Europe Zone and expert National Societies in preparing projects proposals to external donors	No. of Public projects prepared to external donors	That National Societies have well trained staff and funds coming from project proposals accepted by external donors	Throughout 2012	Included in General Administration Cost (see Annex 1)
[Outcome 7] - To promote the integration of HIV, AIDS, TB and other communicable diseases into other health programs					EUR 2.000,00
[Output 7.1] - Increase of awareness and best practices among RCRC NSs and Governmental Institutions	At the 16 th ERNA Annual General Meeting invites Gov. Institutions of hosting NSs presenting HIV, AIDS and TB related activities done in collaboration with RCRC NSs and vice-versa	Meetings organized No. of presentations in which is explained the cooperation between Government and RC	That these experiences do exist and need to be shared. That the Governmental policy is open to specific thematic (HIV, TB, drug.)	Throughout 2012	EUR 2.000,00 Plus costs for supporting the participation at the AGM are included in that budget.