



Inception Report

**Consultancy on developing a training manual and conducting training on
HIV / AIDS and Conservation, South Sudan**

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AFRICA BIODIVERSITY COLLABORATIVE GROUP



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Abbreviations

ABCG	Africa Biodiversity Collaborative Group
AIA	Appreciative Inquiry Assessment
AIDS	Acquired Immunodeficiency Syndrome
ART	Antiretroviral Treatment
AWF	African Wildlife Foundation
BATS	Biodiversity Analysis and Technical Support
CI	Conservation International
CK2C	Capitalizing Knowledge, Connecting Communities
DAI	Development Alternatives Incorporated
EEASA	Environmental Education Association of Southern Africa
ELI	Environmental Law Institute (ELI),
EPIQ	Environmental Policy and Institutional Strengthening Indefinite Quantity
HIV	Human immunodeficiency virus
IRG	International Resources Group
IUCN	International Union for the Conservation of Nature (World Conservation Union)
JGI	Jane Goodall Institute
MOMS	Management Oriented Monitoring Systems (MOMS)
NGO	Non-Governmental Organization
PICD	Participatory Integrated Community Development (PICD)
PRA	Participatory Rural Appraisal
SASUSG	Southern Africa Sustainable Specialist User Group
SWAps	Sector Wide Approaches
TNC	Nature Conservancy
US\$	United States Dollar
USAID	United States Agency for International Development
WCS	Wildlife Conservation Society
WESM	Wildlife and Environmental Society of Malawi
WRI	World Resources Institute
WWF	World Wildlife Fund

1.0 Executive Summary

The Africa Biodiversity Collaborative Group (ABCG) has been implementing a program called Biodiversity Analysis and Technical Support (BATS) with technical support from the United States Agency for International Development (USAID) since 2008. According to an annual report by ABCG (2012), the BATS program is a multi-partner USAID Bureau for Africa effort that includes International Resources Group (IRG) under the Environmental Policy and Institutional Strengthening Indefinite Quantity Contract (EPIQ II), the USDA Forest Service International Programs under an interagency agreement, Environmental Law Institute (ELI), the Capitalizing Knowledge, Connecting Communities (CK2C) project of new partner Development Alternatives Incorporated (DAI) and the Africa Biodiversity Collaborative Group (ABCG) under a cooperative agreement.

ABCG is a coalition of the major US-based international conservation non-governmental organizations (NGOs) with field-based activities in Africa including African Wildlife Foundation (AWF), Conservation International (CI), the Jane Goodall Institute (JGI), The Nature Conservancy (TNC), Wildlife Conservation Society (WCS), World Resources Institute (WRI) and World Wildlife Fund (WWF). ABCG has extensive experience conducting analysis and sharing lessons learned on high priority conservation issues affecting Africa. ABCG's mission is to tackle complex and changing conservation challenges by catalyzing and strengthening collaboration, and bringing the best resources from across a continuum of conservation organizations to effectively and efficiently work towards a vision of an African continent where natural resources and biodiversity are securely conserved in balance with sustained human livelihoods (ABCG BATS Annual 2012).

The ABCG's BATS Cooperative program has a number of tasks and deliverables. One of the tasks is to "*equip governments, NGOs and partners to better address the intersections of global health challenges and biodiversity (Task G)*". Under this task, two deliverables specific to HIV/AIDS and Environment were isolated. These are:-

1. Training materials developed in consultation with HIV/AIDS and environment experts that are appropriate for conservation staff and partners
2. A training workshop are held for conservation staff and partners in South Sudan

To achieve the two activities, ABCG was tasked to identify and hire a consultant to lead the development of the materials and facilitate a workshop with one of the partners in South Sudan. Daulos Mauambeta was identified to lead this process. The Inception Report provides details to the approach and methodology to be used in this consultancy and work plan to be followed in order to achieve the stated deliverables.

This report is divided into seven sections. The first is this executive summary; followed by a section on background information to the consultant; the third section is methodology and approach to this consultancy; section four is proposed work plan; section five us proposed travel plans and costs; section six is the proposed workshop training agenda with section seven being the conclusion.

2.0 Background Information to Daulos Mauambeta

Daulos Mauambeta holds a ***Master of Science Degree in Forestry and its relation to land use obtained*** from the University of Oxford (1993-1994) in addition to several professional and undergraduate qualifications.

Daulos Mauambeta has over twenty years of professional experience in sustainable land use practices including conservation agriculture, agroforestry, permaculture, wildlife and forestry management; soil and water conservation, eco-tourism; environmental education; biodiversity conservation; community based natural resources management (CBNRM), agro-based and natural resource based enterprises; and general food security and livelihoods issues. He is good at project formulation and management; facilitation, teaching and training; socio-economic and ecological research; organizational development; sustainable financing and fundraising; advocacy, lobbying and communication; strategic and tactic planning; budgeting and expenditure forecasting; financial and human resources management; reporting, monitoring and evaluation; coordination and networking; and general administration.

He was for 12 years from 1997 to 2011 the Executive Director of the Wildlife and Environmental Society of Malawi, where he was responsible for implementing a broad range of natural resources management projects.

Daulos Mauambeta has been doing consultancy work in various areas including conducting baseline surveys for programs and projects; conducting mid-term and end of project/program evaluations; project proposal development and reviews; book / report reviews, organizational development and capacity building to mention but a few. Apart from consulting, Daulos Mauambeta is also a Senior Lecturer in the Department of Geography and Environmental Studies at Catholic University of Malawi where he lectures natural resources management, land use planning, geographical information system, remote sensing and hydrology.

He is an advocate of rural development using Participatory Integrated Community Development (PICD) approaches such as Participatory Rural Appraisal (PRA), Appreciative Inquiry Assessment (AIA); STAR Study Circles and similar approaches. He is also a monitoring and evaluation champion of programs using various tools such as Management Oriented Monitoring Systems (MOMS) and Performance Monitoring and Evaluation. Mr. Mauambeta has experience and skills in emerging issues such as development of Sector Wide Approaches (SWAs); Climate Change including REDD+ Issues; quality basic and tertiary education; linkages of HIV & AIDS and conservation; and Gender Issues in development.

Daulos Mauambeta has been a world champion on issues of HIV/AIDS and Conservation since 2002. In September 2002 to June 2003, Daulos Mauambeta went on a Hubert Humphrey Fellowship Program at the University of Washington in Seattle, United States of America. During that period, he had a chance to work with the World Wide Fund for Nature (WWF)- USA and the Africa Biodiversity Collaborative Group (ABCG) based in Washington D.C. on establishing a program on mainstreaming HIV/AIDS in Conservation Organizations. Daulos Mauambeta shared his experiences and wrote case studies about his cutting edge work to mainstream HIV/AIDS into conservation organizations including his organization, the Wildlife and Environment Society of Malawi. Since then, he has been a tireless

champion for this issue in Malawi, Africa and globally. He has advocated for HIV & AIDS mainstreaming in conservation organizations. He has implemented various programs termed '**awareness to action**' on HIV & AIDS in and around protected areas. He has trained staff and local communities on issues of HIV & AID and conservation.

Daulos Mauambeta has conducted research, written and presented reports and papers on HIV & AIDS conservation linkages at home, Africa and globally. For example, he has made presentations at Mweka Wildlife College in Tanzania (2004); IUCN's Southern Africa Sustainable Specialist User Group (SASUSG) Annual Meeting in South Africa in 2007; IUCN's Southern Africa Sustainable Specialist User Group (SASUSG) Climate Change Health and Sustainable Use Group Meeting in Cape Town in South Africa (2008); IUCN's World Conservation Congress in Bangkok in Thailand (2008); Environmental Education Association of Southern Africa (EEASA) Conference at the University of Botswana (July 2009); Rhodes University in South Africa (August 2009); Joint International Meeting of the Association for Tropical Biology and Conservation and the Society for Conservation Biology (Africa Section) in 2011; His work has widely been published including in the Wildlife Conservation Society's *2008-2009 State of Wild, A global portrait of wildlife, wildlands, and oceans with a special section on Emerging Diseases and Conservation: One World-One Earth* and [Population & Environment](#), Published by Sierra Club, United States of America.

3.0 Methodology and Approach

The approach to this consultancy includes the following key elements:

- ✓ **Scoping discussions:** The Consultant is holding e-mail, telephone and skype discussions with ABCG Management Team to finally agree on this Inception Report and deliverables.
- ✓ **Review background documentation:** Through literature reviews, key informant interviews and internet searches, relevant key documents are being identified, obtained and analysed.
- ✓ **Conduct a baseline survey for key informants:** The consultant is developing a checklist of questions to be administered to partner staff in South Sudan to assess their knowledge, attitudes and practice about HIV/AIDS and Conservation as part of a baseline.
- ✓ **Development of a HIV/AIDS and Environment Manual:** Based on the literature review and the current draft manual being developed by ABCG, an easy to read and understood manual shall be developed.
- ✓ **Conduct training workshop:** The consultant shall facilitate and conduct a training workshop for ABCG Partners and Members on HIV/AIDS and Conservation work place policies in South Sudan.
- ✓ **Reporting:** The consultant shall produce a comprehensive well written report with clearly-explained conclusions and recommendations on the two deliverables- the training manual and the training workshop on HIV /AIDS and Environmental Conservation.

4.0 Proposed Work Plan, Estimated Number of Days and Dates

Detailed scope of work is provided in the Table 1.

Table 1 Detailed Scope of Work

Deliverable	Main Activity	Specific activities	Days	Estimated Completion Date
Training materials developed in consultation with HIV/AIDS and environment experts that are appropriate for conservation staff and partners and that can be shared with additional conservation partners	1. Conduct a needs assessment (baseline) on knowledge, attitudes and practice of staff about HIV & AIDS and conservation	a. Develop a questionnaire on needs assessment of staff knowledge and practice in HIV& AIDS and Conservation in South Sudan	1	29 th March 2013
		b. Administer questionnaire through Isaac in South Sudan (telephone and e-mails)	0.5	12 th April 2013
		c. Analyse baseline data on knowledge and practice about HIV& AIDS Conservation of staff in South Sudan	1	19 th April 2013
	2. Develop HIV & AIDS-Conservation Training Reference Materials	a. Conduct a desk study review of available resources on HIV & AIDS and conservation	2	26 th April 2013
		b. Consult relevant professionals / technicians on issues of HIV & AIDS & conservation	1	26 th April 2013
		c. Develop an outline (table of contents) of the intended training material reference manual and circulate for comments	0.5	30 th April 2013
		d. Write a draft HIV & AIDS Conservation Reference Training Manual	9	24 th May 2013
		e. Pre-test draft HIV & AIDS Conservation	1	31 st May 2013

		Reference Training Manual on students / local communities		
		f. Circulate draft HIV & AIDS Conservation Reference Training Manual for comments electronically	1	7 th June 2013
		g. Incorporate comments and finalize HIV & AIDS Conservation Reference Training Manual	2	14 th June 2013
Training workshops are held for conservation staff and partners in South Sudan	3. Conduct training of conservation staff and partners in South Sudan	a. Travel to South Sudan to conduct training	2	22 nd -23 rd June 2013
		b. Convene a pre-training session meeting with Senior Management of conservation staff and partners to finalize a training agenda and agree on logistics, and share responsibilities and roles	2	24 th -25 th June 2013
		c. Facilitate & evaluate training sessions for conservation staff and partners in South Sudan	3	26 th -28 th June 2013
		d. Travel back to Malawi after training	2	29 th -30 th June 2013
Reporting and feedback one	4. Submit deliverables	a. Write a report on both the training materials and the training workshops	2	12 th July 2013
		b. Submit a report on both the training materials and training workshops.		19 th July 2013
		Total days	30	

5.0 Detailed travel plans and travel costs

Table 2 provides travel details from Blantyre, Malawi to Juba, South Sudan while travel costs are estimated in Table 3.

Table 2: Proposed roundtrip travel plans from Malawi to South Sudan

Date	Travel schedule	Departure point & time	Arrival point & time	Comments
22 nd June 2013	Travel by personal vehicle from Blantyre to Lilongwe International Airport (07am-10:00am)	Blantyre at 05:00am	Lilongwe International Airport at 10:00am	No direct flight from Blantyre to either Nairobi or Lilongwe
22 nd June 2013	Fly Kenyan Airways	Lilongwe at 12:00noon	Nairobi at 20:25hrs	Take a taxi; sleep over in Nairobi
23 rd June 2013	Fly Kenyan Airways	Nairobi at 07:40am	Juba at 09:25am	Take a taxi to hotel
24-28 June 2013	Local travel (if needed) in Juba- taxi hire			
29 th June 2013	Taxi hire	Hotel in Juba at 14:00hrs	Airport in Juba @ 15:00hrs	
29 th June 2013	Fly Kenyan Airways	Juba Airport at 17:30pm	Nairobi @19:15pm	
29 th June 2013	Fly Kenyan Airways	Nairobi Airport @ 21:30pm	Lilongwe @ 22:55pm	
29 th June 2013	Drive personal vehicle	Kamuzu International Airport @23:30pm	Hotel in Lilongwe @ 01:30am	Sleep over in Lilongwe
30 th June 2013	Drive personal vehicle	Lilongwe @ 10:00am	Blantyre @15:00pm	

Table 3: Estimated travel costs

Table 3 provides estimated travel costs from Malawi to South Sudan.

Date	Details of cost centre	Unit measure	Total Units	Total Units (Miles)	Unit rate (US\$)	Total cost
28 th March	Air ticket	Ticket	1	-	1,400.00	1,400.00
28 th March	Travel insurance cover	Insurance	1		150.00	150.00
22 nd June	Private owned vehicle use Blantyre to Lilongwe	Kilometres	400	248.55	0.57	140.43
22 nd June	Hired taxi in Nairobi	Kilometres	50	31.07	0.57	17.55
22 nd June	Accommodation & food in Nairobi	Per-diem	1	-	410.00	410.00
		Days and nights				
23 rd June	Hired taxi in Nairobi	Kilometres	50	31.07	0.57	17.55
23 rd June	Hired taxi in Juba	Kilometres	50	31.07	0.57	17.55
23 rd -28 th June	Accommodation & food in Juba	Per-diem days and nights	6	-	272.00	1,632.00
23 rd -28 th June	Local transport hire in Juba (if required)	Kilometres	100	62.14	0.57	35.10
29 th June	Travel to airport	Kilometres	50	31.07	0.57	17.55
29 th June	Private owned vehicle from Airport to Hotel	Kilometres	35	21.75	0.57	12.29
29 th -30 th June	Accommodation & food in Lilongwe	Per-diem (day & night)	1.5	-	243.00	364.50
30 th June	Private owned vehicle travel to Blantyre	Kilometres	365	226.81	0.57	128.15
Subtotal						4,342.67
Unforeseen costs 15%						651.40
Total						4,994.07

Notes: 1.0 mile is equivalent to 1.6093 Km
 Private owned vehicle rate = US\$0.565
 Maximum Per-diem rates per location: Nairobi = US\$410.00; Juba = US\$272.00; Lilongwe = US\$243.00
 Distances for Nairobi and Juba are approximates

6.0 Proposed Training Agenda

The training workshop shall include some of the following aspects, which shall be agreed by South Sudan conservation partners, ABCG Members and ABCG Management Team at least three weeks before start of the training workshop.

Table 4: Proposed Training Agenda

Date	Time	Activity	Lead / Responsible Person
25 th June 2013	Whole day	Arrival of participants from various parts of South Sudan to Juba	Mr. Isaac Seme
25 th June 2013	Evening	Participants fill an training expectation form	D. Mauambeta
26 th June 2013	8:00-08:30	Opening ceremony, logistics & introductions	Isaac Seme / ABCG
	08:30-09:00	Training objectives & Participants Expectations- Interactive session	D. Mauambeta & Participants
	09:00-10:00	Background to HIV/ AIDS	D. Mauambeta
	10:00-10:15	Health Break	All
	10:15-11:00	HIV/AIDS Experiences in South Sudan- Interactive Session by participants	All participants- facilitated by Daulos
	11:00-12:00	Linkages of HIV/AIDS & Conservation	Daulos Mauambeta
	12:00-13:00	Lunch	All
	13:00-14:00	Factors leading to HIV. AIDS Spread and infection	D Mauambeta
	14:00-15:00	HIV/ AIDS Mitigation Measures	D Mauambeta
	15:00-15:15	Health Break	All participants
	15:15-16:00	HIV/AIDS- Peer education concept Roles and responsibilities Qualities of a good peer educator	D Mauambeta
	16:00-17:00	Understanding power in relationships	D Mauambeta
17:00	End of Day 1- Chose one participant to do recap of Day 1		
27 th June 2013	8:00-8:30	Recap of Day 1	One participant
	8:30-9:30	The role of sex, gender, sexuality & culture	D Mauambeta
	9:30-10:00	HIV, STI Transmission prevention, condom use & male circumsion	D Mauambeta
	10:00-10:15	Health Break	
	10:15-11:00	Multiple concurrent sexual partners	D Mauambeta
	11:00-12:00	HIV Testing and Counselling	D Mauambeta
	12:00-13:00	Lunch	
	13:00-14:00	Antiretroviral Treatment (ART) and opportunistic infections	D Mauambeta
	14:00-15:00	Achieving zero infections:	D Mauambeta

		<ul style="list-style-type: none"> • Sustainable families • Positive living • Stigma and discrimination • Fleet of hope 	
	15:00-15:15	Health Break	
	15:15-16:00	Introduction to work place policy & its components	D Mauambeta
	16:00-17:00	Group work on work place policy	Group Leaders
	17:00	End of day 2 (group work to continue into the night)	
28 th June 2013	8:00-8-30	Announcements, Recap of Day 2	Isaac Seme, One Participant
	8:30-10:00	Plenary presentations by groups on possible issues for their HIV / AIDS work place policy	D Mauambeta & Group Leaders
	10:00-10:15	Health Break	
	10:15-11:00	HIV / AIDS Work Place Policy- Analysis of South Sudan Situation and Issues from Groups	Group Leaders
	11:00-12:00	Group work: Formulation of objectives and activities	Group Leaders
	12:00:13:00	Lunch	
	13:00-15:00	Group presentations in plenary on objectives and activities of their work place policy	Group Leaders
	15:00-15:15	Health Break	
	15:15-16:00	Consolidation of issues on South Sudan Work Place Policy (ies) and way forward - work plan	D Mauambeta & South Sudan Conservation Partners
	16:00-16:30	Workshop evaluation	D Mauambeta
	16:30-17:00	Closing ceremony	Isaac Seme /ABCG

7.0 Conclusion

The Inception Report has highlighted the proposed methodology to this consultancy, detailed work plan to be followed in order to achieve each deliverable; travel schedule and costs and agenda of the training workshop.