

Illustrative IBP Activity Template based on Strategic Plan 2011-2016

Activity Template Matrix	Time-line			
	Y1	Y2	Y3	Y4
Result 1.1: Improved organizational infrastructure				
Establish internal working groups with clear roles & responsibilities for key IBP results and crosscutting activities (i.e., Monitoring Working Group; KM Working Group; IBP Member Capacity Building Working Group; Marketing Working Group).				
Secretariat leads branding reformulation of IBP and facilitates appropriate logo and by-line.				
IBP Marketing Working Group develops a simple IBP Marking & Branding Strategy				
Secretariat leads process of identifying & selecting 5 priority countries for 2011-2016.				
Secretariat develops annual work plans in collaboration with IBP Partners.				
IBP M&E Working Group Crafts Indicators (for RF results) and then a PMP				
Assess staffing needs of Secretariat, including M&E unit through recruitment or staff seconded from member organizations.				
Secretariat to develop organizational infrastructure strengthening plan with guidance from steering committee.				
Strengthen roles & responsibilities of Secretariat & Partners that align with the new Strategic Plan and RF.				
Secretariat develops Resource Acquisitions Plan to secure needed resources (\$, staff) for IBP strategic and annual (2011) plans.				
M&E Working Group & Secretariat develop indicators for each of the RF's results				
M&E Working Group, in consultation with Secretariat, develop the PMP				
Secretariat, along with a IBP working group, develops membership orientation, pamphlets, considers a reward system, and considers the strengthening of membership policy.				
Secretariat develops clear criteria for 'Effective Practices' (EPs).				
Result 1.2: Improved IBP methods to facilitate the implementation of FP/RH EPs				
Review current research / literature on change management / performance improvement techniques around FP/RH.				
Review experience to date of <i>Fostering Change Framework</i> tool.				
Identify key change methodologies used by consortium members.				
Using lessons learned from reviews (i.e., first three activities) create improved/new/adapted framework/tools with IBP Partners.				
Increase field-level use of frameworks and tools by IBP partners through Knowledge Gateway, orientations, marketing, COPs.				
Train IBP Partners on change management / performance improvement techniques.				
Result 1.3: Improved IBP knowledge management (KM) methods				
Conduct survey of members / partners around KM needs and how needs should be met.				
KM working group further develop and finalizes KM strategy that is aligned with Results Framework and partner needs.				
KM working group develops a IBP Communications Strategy (if not embedded within KM strategy) that targets dissemination of key information within each result within the IBP RF.				
Identify a dedicated KM person in secretariat (or KM support for secretariat from key KM partners).				
Develop strategies to increase IBP members' participation in IBP KM working group.				
Revamp launched gateway to align with Strategic Plan & RF by linking COPs to effective practice resources (K for Health).				
Create opportunities for IBP members to develop KM products collaboratively (e.g., e-learning, COPs, online info toolkits, etc.), focused on effective practices.				
Operationalize strategy: Quality control (regular updates / content/ technology).				

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Dedicate one IBP meeting to launch new KM strategy, which takes into account IBP RF.				
Promote KG within partner organizations at country level.				
Establish online sharing space for EPs targeted to the global FP/RH community.				
Result 2.1: Improved capacity of IBP member organizations to support the implementation of EPs				
Secretariat to support planning exercises within IBP Partner organizations.				
Form task teams to undertake specific assignments led by partner agencies with presence in countries (or presence in 5 priority countries).				
Provide professional development opportunities (technical or functional) for working group members.				
Promote dissemination / use of Training Resource Package for Family Planning				
Provide quarterly webinar / videoconference / discussion events on selected effective practices / evidence / tools to IBP Member organizations.				
Organize conferences on using change management / performance improvement techniques to improve implementation of FP/RH EPs.				
Each of the five years, focus on one effective practice and analyze how to scale up and promote scale-up among IBP members.				
Identify annual work plan activities that members will implement with cost sharing.				
Deliver a 'Road show' presentation on IBP to executive staff of IBP member organizations.				
Result 2.2: Increased collaboration among IBP member organizations				
Establish spaces (i.e., dedicated Partner Meetings) where Partners can plan joint IBP activities – focusing internally (with Working Groups) or externally (in the field context).				
Within IBP Annual Work Plans, create a section that is dedicated to mapping organizational capacities of IBP partners and plan collaborative activities accordingly.				
Pilot periodic field-driven meetings using IT (e.g. go to meetings / video conferencing on "how to's") where IBP partners present in the particular country/region are brought together to discuss and plan collaborative activities.				
Establish quarterly e-newsletter amongst partnership to share effective practices.				
Explore social media and/or mobile technology to encourage communication among partners.				
Result 3.1: Increased advocacy for utilization of FP/RH EPs				
Develop advocacy strategy, plan & corresponding tools; when developing these items, keep country context in consideration.				
Integrate lessons / realities of 5 priority countries into advocacy plan.				
Implement advocacy plan.				
Develop case studies / lessons learned around advocacy as achieved in 5 priority countries.				
Result 3.2: Increased country level participation in FP/RH EP activities				
Develop criteria for country-level engagement – with particular focus on 5 priority countries.				
Review existing models of country engagement (Kigali, Kampala, BKK).				
Review models led by WHO, USAID-Continuous Assessment (CA) Model and regional models: Center for African Family Studies (CAFS) or East, Central, Southern Africa-Health Community (ECSA-HC).				
Develop strategy for country-level engagement & implementation of RF.				
Result 3.3: Increased identification of priority FP/RH EPs at country level				
Develop criteria, tools & processes for identifying FP/RH effective practices to be scaled up in five priority countries.				
IBP partners at country level to facilitate process & tools in 5 priority countries				
Annual (at least) sharing of experience w/ process / tools in 5 priority countries (country level / member organization level.				

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Result 4.1: Improved enabling environment for utilization of FP/RH EPs at the country-level				
Work w/ IBP member organizations in IBP priority countries to plan and carry out tailored activities to strengthen: political commitment, policies, resources, and other conditions that make it possible for effective FP/RH implementation at country level.				
Utilize KG and other vehicles to document & promote lessons learned as well as build up support for FP/RH at country level.				
Result 4.2: Improved utilization of EPs by the FP/RH community at the country-level				
Identify info needs amongst key customers within 5 countries to guide the implementation & scale-up of EPs.				
Research and develop materials to support the increased utilization of EPs (these can stem from activities under Result 1.2.				
Promote a single IBP priority EP in the 5 selected countries.				
Match existing mandates of country partners with IBP resources to mobilize existing groups to adapt EP's to country context (i.e. barriers / challenges).				
Result 4.3: Improved collaboration among FP/RH community				
Provide current information to IBP partners at field level to enable consistent participation in domestic/ regional / international FP/RH fora at the country-level.				
Advocate for IBP goals & approaches with existing national FP committees & working groups				
Use KG and other communication vehicles to facilitate field-driven events to promote EPs				
Use KG and other communication vehicles to target customers such as local governments and private sector companies (i.e., industry associations or national/international companies).				
Result 5.1: Increased scale-up of FP/RH EPs at country level				
Identify partners/resources available				
Ensure IBP partners at country level can facilitate a scaling-up plan (see fostering change)				
Identify "scaling up" champions among IBP membership who will help gather info/data to illustrate and document results				
COP for ongoing sharing				
Host effective practices events (virtually and in-person)				