



THE HIV/AIDS SUSTAINABILITY INDEX AND DASHBOARD 2.0

Guidance to PEPFAR Country Teams
December 1, 2015

*MEASURING
SUSTAINABILITY
FOR PLANNING,
IMPLEMENTATION
AND TRACKING*

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THE SUSTAINABILITY INDEX AND DASHBOARD 2.0 USER GUIDE

Sustainability Index and Dashboard 2.0 Overview

Sustainability is an integral part of the annual Country Operational Plan (COP) investment decision discussions. To assist PEPFAR Teams and government partners in making informed investment decisions around sustainability, S/GAC and an interagency working group designed a tool for COP 2015, the Sustainability Index and Dashboard (SID), to assess the current state of sustainability of the national HIV/AIDS response in PEPFAR countries and track its progress over time across five domains (consolidated to four for COP 16) and fifteen elements. The SID is intended to:

1. Help countries better understand their sustainability landscape;
2. Inform priority areas for PEPFAR investment in countries;
3. Serve as a diplomatic advocacy or negotiation tool to dialogue with partner government and multilateral counterparts
4. Communicate progress towards sustained epidemic control to external stakeholders

Now in its second year as a core data stream for COP planning and decision making, the SID has been revised and refined through the efforts of an interagency design team coordinated by S/GAC. The updated tool, referred to here as “SID 2.0”, reflects feedback received from headquarters staff, subject matter experts from inter-agency technical working groups, field staff, multilateral partners and representatives of civil society. As a result of the revision process, SID 2.0 represents an improved and more targeted measurement of sustainability, and the COP 16 implementation of SID 2.0 will function as the baseline going forward. For an overview of the most notable changes in SID 2.0, please see Appendix A.

This SID Guidance complements the COP 16 guidance document and provides PEPFAR Teams with detailed instructions on how to administer the SID 2.0. For COP 16, all LTS, TA and TC COP countries are expected to complete the SID 2.0 in a participatory manner. Regional programs are not expected to complete the SID 2.0 for the entire region; however, they are strongly encouraged to complete the SID for 1-2 countries within the regional program, prioritizing countries that represent the preponderance of PEPFAR regional funding and/or where donor funds for HIV/AIDS are already or are soon projected to decline.

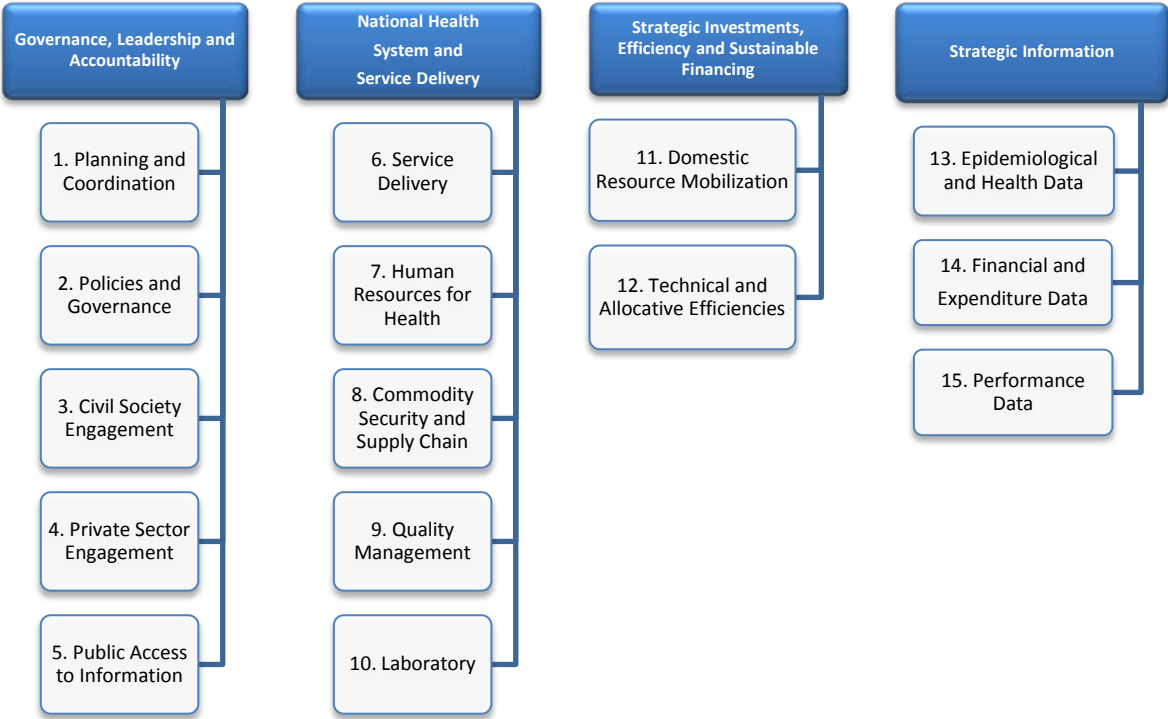
Teams should plan to complete the SID 2.0 by the first week of February so that its results may inform COP/ROP 2016 decision-making, including the Systems and Budget Optimization Review (SBOR) and Template that teams will use to determine the COP/ROP 2016 program support and systems level interventions in which PEPFAR will invest to achieve sustained epidemic control. In other words, the SBOR serves as a bridge between the SID results and COP 16 investment decisions on program support and systems-level interventions. More detailed information and instructions on the SBOR can be found in the SBOR Guidance.

The SID 2.0 is an excel-based tool. The SID 2.0 Excel workbook includes: (1) Summarized instructions on how to complete the Index and dashboard; (2) An auto-generated dashboard; (3) A set of four domain tabs comprised of a series of questions/indicators under each of the 15 sustainability elements; and (4) A series of tabs containing data for country-specific contextual charts displayed on the dashboard tab.

Measuring the Sustainability Domains and Elements

The SID 2.0 measures four domains and fifteen core elements required for sustained epidemic control, as depicted in Figure 1. If any one of the elements is not sustainable, the epidemic may be at risk of backsliding when the country eventually graduates from external assistance. SID 2.0 retains most of the elements from SID 1.0 with some additions and mergers, though the order in which these elements are organized within the tool has been adjusted. Each domain and element is defined within the tool. For a more detailed overview of how the domain and element structure has been revised from SID 1.0, please see Appendix A.

Figure 1: Sustainability Domains (four) and Elements (fifteen)



Note on Element 11: In the “Domestic Resource Mobilization” element, teams will notice a placeholder for an indicator under development to measure a country’s ability to finance its HIV response. This critical indicator is not incorporated in the SID 2.0 for COP 16, but the placeholder is included to make teams aware that it will be added in the next iteration, and accordingly influence the scoring of this element in future years.

Process for Populating the Index and Dashboard

1. *Planning and Participation*

The SID 2.0 should be completed prior to COP 2016 decision-making. It is important to recognize at the outset that the SID findings only reflect part of the tool's value: the *process* for completing the SID and the analysis and discussion it entails are as significant as the scores themselves. Countries that used a participatory process for completing the SID 1.0 found the dedicated dialogue to be a positive experience that was enthusiastically received by stakeholders. Therefore, whereas a participatory process for completing the SID was recommended but not required during COP 15, PEPFAR Teams are expected to engage diverse country stakeholders to complete the SID as part of the COP 16 process, reinforcing that the SID represents an opportunity for all partners to jointly identify and prioritize vulnerabilities and strengths of the national response, with the aim of advancing the shared goal of sustainability. Teams should consider the following factors as they start to plan the implementation of SID 2.0 for COP 16:

- **Front Office Engagement:** An important lesson learned from the SID 1.0 implementation was that early engagement of senior partner government counterparts by Embassy leadership (i.e. the Chief of Mission or Deputy Chief of Mission) can be extremely valuable in securing partner government buy-in, dispelling misconceptions, and framing the SID as a mutual exercise rather than an outside "report card". It is critical to convey that the SID does not determine the overall size of the annual PEPFAR resource envelope in a country; rather, as noted above, it is intended to help identify priorities and inform PEPFAR investments within that resource envelope.
- **Role of UNAIDS:** UNAIDS Geneva has asked its country offices to be responsive to PEPFAR requests to co-convene the process for completing the SIDs. PEPFAR teams are strongly encouraged to reach out to their UNAIDS counterparts in-country at the earliest convenience in order to begin planning the needed activities to gather and prepare all resource material, organize the SID-completion workshop, and facilitate the multi-stakeholder meeting.
- **Gathering Data:** Assembling information needed to complete the SID likely will take some time. It is strongly recommended that source documents and data be gathered in advance in order to anchor discussions of the individual indicators. The data sources cited within your completed SID 1.0 would be a useful starting point.
- **Participatory Process:** The participatory process of completing the SID should include the partner government and key stakeholders, including civil society and other bilateral and multilateral (i.e., Global Fund, World Bank) donors. Depending on your country context, it may be appropriate to build upon an existing event or process; for example, leveraging already planned in-country COP preliminary planning meetings or strategic planning events held with government and key stakeholders. Sustainability working groups led by the government, PEPFAR, or multilateral organizations may also provide an appropriate forum.

- **Timing:** Given that PEPFAR teams will be expected to complete much of the work related to the SBOR prior their participation in the staggered COP kick-off meetings scheduled between February 23 and March 18, it is recommended that teams conduct their SID workshops and have the tool largely finalized by the first week of February so that its results can be used to inform the SBOR.
- **Meeting Organization:** To reduce the response burden for participants in the SID completion process, it is recommended that separate subgroups be organized according to the four SID domains, comprised of individuals that work on and are knowledgeable of each respective area. Each domain group would then discuss and complete the questions for each element within their domain. The table below offers some suggestions regarding potential participants in each domain discussion (note: based on the implementation of SID 1.0, some country teams have advised including the discussion of Element 14 – Financial and Expenditure Data – as part of the agenda for the Domain C [Strategic Investments, Efficiency, and Sustainable Financing] discussion, given the likely overlap of knowledge and expertise across these areas).

Table 1: Potential Participants in Domain Groups

Sustainability Domain	Suggested Government Participation	Suggested Key Stakeholder Participation	Suggested USG Participation
A. Governance, Leadership and Accountability	Government leads on addressing accountability and transparency, MOH Finance Department, MOH senior management, government department working on anti-corruption, MOH Planning cell, National AIDS Coordinating body, Planning Commission, Ministry of Defense	PLHIV Network; civil society organizations engaged in policy development; CSO engaged in policy implementation monitoring; UNAIDS policy and or planning lead, civil society organizations working on accountability in the health sector; private sector	US Embassy Political and/or Economic Officer; USAID Democracy, Rights and Governance Officer; PEPFAR HSS Governance lead; HIV/AIDS policy tracking lead; DCM/high level diplomat; Leadership strengthening POC; DOD HIV/AIDS lead
B. National Health System and Service Delivery	MOH HRH, Supply Chain, Quality, lab technical leads; HIV/AIDS services lead	WHO (quality lead), UNAIDS (service delivery), Global Fund	HSS (HRH, SC, service delivery, quality, labs) leads; Peace Corps; technical area leads
C. Strategic Investments, Efficiency and Sustainable Financing	Ministry of Finance in-charge of health/HIV, MOH Finance Department, HIV/AIDS Planning Department	World Bank and UNAIDS leads for allocative/technical efficiency, domestic resource mobilization; Global Fund; private sector	PEPFAR Coordinator, Health financing lead, health economists, agency leads for PEPFAR
D. Strategic Information	MoH HMIS Department, Census Bureau, Ministry of Finance, MOH NHA and NASA points of contact	WHO (NHA lead), UNAIDS (NASA lead), World Bank (health financing lead)	SI liaison, HMIS leads, IAS/DHS leads, health finance lead, EA lead, CDC surveillance lead

2. Completing the Index

SID 2.0 is an excel-based tool. Included in the tool are a set of instructions, the dashboard, four domain question tabs, and data entry worksheets tabs for each of the contextual charts found on the dashboard.

The questions used to populate the scores displayed on the dashboard can be found in each of the four domain tabs:

- A. Governance, Leadership and Accountability
- B. National Health System and Service Delivery
- C. Strategic Investment, Efficiency and Sustainable Financing
- D. Strategic Information

Under the domains, each element is comprised of a series of questions/indicators. The domain group should complete all questions in the domain worksheets in their entirety to the best of the team’s ability by selecting the most appropriate response based on existing data and documentation. The questionnaire should be completed as provided.

There are two response formats used in the SID: (1) mutually-exclusive radio buttons, where you select the single best response; and (2) checkboxes, where you select all that apply. Some questions have a combination of radio buttons and checkboxes to allow for sub-response details. The score to each question will display to the right as responses are selected.

<p>13.6 Comprehensiveness of viral load data: To what extent does the host country government collect/report viral load data according to relevant disaggregations and across all sites?</p>	<input type="radio"/> A. The host country government does not collect/report viral load data or does not conduct viral load monitoring
	<input checked="" type="radio"/> B. The host country government collects/reports viral load data:
	According to the following disaggregates (check all that apply):
	<input checked="" type="checkbox"/> Age
	<input checked="" type="checkbox"/> Sex
	<input type="checkbox"/> Key populations (FSW, PWID, MSM/transgender)
	<input type="checkbox"/> Priority populations (e.g., military, prisoners, young women & girls, etc.)
	For what proportion of sites (select one of the following):
	<input type="checkbox"/> Less than 25% of sites
	<input checked="" type="checkbox"/> 25% - 50% of sites

If a sub-response is chosen without the appropriate “parent” response first being checked, a red “Error” message will display. To correct this, either select the correct “parent” response or uncheck the sub-response boxes.

<p>13.6 Comprehensiveness of viral load data: To what extent does the host country government collect/report viral load data according to relevant disaggregations and across all sites?</p>	<input checked="" type="radio"/> A. The host country government does not collect/report viral load data or does not conduct viral load monitoring	13.6 Score:	0.00
	<input type="radio"/> B. The host country government collects/reports viral load data:		
	According to the following disaggregates (check all that apply):		
	<input checked="" type="checkbox"/> Age		ERROR
	<input checked="" type="checkbox"/> Sex		ERROR
	<input type="checkbox"/> Key populations (FSW, PWID, MSM/transgender)		
	<input type="checkbox"/> Priority populations (e.g., military, prisoners, young women & girls, etc.)		
	For what proportion of sites (select one of the following):		
	<input type="checkbox"/> Less than 25% of sites		
	<input checked="" type="checkbox"/> 25% - 50% of sites		ERROR

For each question, the “Data Source” column must be filled in, both to affirm that the response was driven by concrete data or documentation (or, lacking that, multi-stakeholder consensus) and to assist those answering SID questions in subsequent years in locating comparable information. A full citation of the report, document, dataset, and/or link to a website where the data can be found should be provided. For example, if a response was rooted in updated NASA data from the Ministry of Finance or Ministry of Health, you might write -"Ministry of Health, NASA Dataset (2014),

www.UNAIDS.org/NASA_country" in the Data Source column. It is important that existing in-country data source documents be gathered in advance, as this preparatory work will take time.

All efforts should be made to avoid individual subjective responses that are not backed up with data or documentation. If such documentation does not exist and there is not strong consensus among stakeholders on the response, please note that a response could not be determined based on the information available in the column entitled "Notes/Comments". The "Notes/Comments" column should also be used to provide any other details or nuances that may not be apparent from the responses selected and that would provide important context to a reader of the completed SID.

3. Scoring

As responses are selected, the question score will auto-calculate to the right of the responses, as will the summary element score (which is simply the sum of scores for all questions in that element) at the bottom of the element table.

13.9 Data quality: To what extent does the host country government define and implement policies, procedures and governance structures that assure quality of HIV/AIDS surveillance and survey data?	<input type="radio"/> A. No governance structures, procedures or policies designed to assure surveys & surveillance data quality exist/could be documented.	2.0	13.9 Score:	1.08	
	<input checked="" type="radio"/> B. The following structures, procedures or policies exist to assure quality of surveys & surveillance data (check all that apply):				
	<input checked="" type="checkbox"/> A national surveillance unit or other entity is responsible for assuring the quality of surveys & surveillance data	TRUE	0.27		
	<input checked="" type="checkbox"/> A national, approved surveys & surveillance strategy is in place, which outlines standards, policies and procedures for data quality assurance	TRUE	0.27		
	<input checked="" type="checkbox"/> Standard national procedures & protocols exist for reviewing surveys & surveillance data for quality and sharing feedback with appropriate staff responsible for data collection	TRUE	0.27		
	<input checked="" type="checkbox"/> An in-country IRB exists and reviews reviews all protocols.	TRUE	0.27		
Epidemiological and Health Data Score:				7.58	

The score range has been rescaled for SID 2.0, with a more intuitive maximum of 10 points possible for each element. Several of the elements (Civil Society Engagement; Service Delivery; Human Resources for Health; Commodity Security and Supply Chain; Laboratory; Epidemiological and Health Data; Financial and Economic Data; and Performance Data) contain questions about the extent to which aspects of those particular elements are funded by domestic (i.e. non-donor) resources. The financing question (or questions) are responsible for one-third of the overall element score. The non-financing questions are responsible for the remaining two-thirds percent of the element score and are equally weighted.

4. Dashboard

The SID dashboard is comprised of profile information on the country, an auto-populated color-coded scorecard, and a series of six contextual charts along the bottom and right side of the dashboard. For SID 2.0, most of the contextual data has been built into a single version of the tool. When the country name is selected from a drop-down menu on the dashboard (note: when the tool is first opened, Angola will be selected by default), several of the fields (i.e. income level and PEPFAR categorization) and

contextual charts will automatically populate with that country’s data. The PEPFAR team should manually select from a drop-down menu the relevant epidemic type for the country and provide the data for two of the contextual charts: “Financing the HIV Response” (data to be entered within the Excel worksheet titled “Chart I – Financing”) and “National Clinical Cascade” (worksheet titled “Chart III – Clinical Cascade”). Please try to ensure data for these charts aligns with data your team provides within your COP/ROP 2016 Strategic Direction Summary.

Please do not attempt to fill in the element scores on the dashboard, as these will be auto-generated as the questions are answered. The dashboard elements are red as a default and will change only when the questions for the element are completed. The color scoring scale is shown in Table 2 below. Each of the 15 elements is scored individually; there is no aggregate country score, nor do the four overarching domains receive a score.

Table 2: SID Dashboard Scoring Scale

Dark Green Score (8.50 – 10.00 points) (sustainable and requires no additional investment at this time)
Light Green Score (7.00-8.49 points) (approaching sustainability and requires little or no investment)
Yellow Score (3.50-6.99 points) (emerging sustainability and needs some investment)
Red Score (<3.50 points) (unsustainable and requires significant investment)

Once all elements are completed, the Dashboard will provide a snapshot of the current state of HIV/AIDS sustainability in the country to be used as a baseline for COP 16. As the SID is completed in the future, the dashboard will display element scores across multiple years, thereby demonstrating HIV/AIDS sustainability trends over time.

5. Printing

Be aware that printing or PDFing the SID workbook can sometimes disrupt the format of the tool. For this reason, it is recommended that you avoid printing or PDFing from your “master” version, and instead create a copy (which you can then delete) for performing such functions. Also note that if the four questionnaire tabs are printed together (CTRL + click on the worksheets to select them, then print), the page numbers will display continuously across all of the printed questionnaire pages.

Reflection and Informing the COP Process

Once all questions within the domain tabs are completed, it is recommended that everyone that participated in populating the SID reconvene (same day or otherwise) to discuss the findings. Individuals leading technical areas potentially affected by the findings should ideally also be invited for the discussion, which provides an important opportunity for stakeholders to understand the full picture of the HIV sustainability landscape in-country, beyond the particular domain group in which they may have participated.

Key topics for the full group (and as appropriate, the individual domain groups) to discuss may include:

- What were the major findings for each domain? Which elements represented particular sustainability strengths? Which elements were found to be vulnerabilities?
- To what extent did participants agree with the findings? Why or why not?
- Among those SID elements identified as sustainability vulnerabilities, which do stakeholders regard as priorities? Based on the indicators that comprise these elements, what specific aspects of these elements require improvement/investment?
- Is the country partner or any development partners already working to strengthen these priority elements? How do those efforts align with the specific vulnerabilities identified in the SID?
- For priority elements not receiving support currently, which partner(s) (including both donors and government entities) are best placed to address these priorities and make the necessary investments?
- Are there particular priority elements in which the group recommends PEPFAR invest for this COP, and why is PEPFAR uniquely qualified or positioned for achievement of this priority? (Note: It is **not** expected that PEPFAR would support all investment needs.)

The perspectives shared during this multi-stakeholder discussion are likely to be varied and therefore are not intended to be binding, but they should be a critical consideration as the PEPFAR team identifies its sustainability priorities, which will be articulated in the National Sustainability Profile section of the SDS (for more information, please see the 2016 COP/ROP Guidance and SDS Template). The SID findings will also play an important role in the planning of COP investments, principally through the Systems and Budget Optimization Review; the application of SID findings in this regard is described further in the SBOR Guidance.

Narrative Cover Sheet

New for SID 2.0, teams are asked to draft a 1-2 page narrative summary that can serve as a “cover sheet” to SIDs shared publicly. This addition stems from the September 2015 PEPFAR Executive Leadership Session, during which Chiefs of Mission recommended the inclusion of a brief narrative to help explain the SID dashboard and findings and minimize the potential for misinterpretation, particularly among external audiences. Ideally, the text of your National Sustainability Profile in the SDS may largely serve this purpose with some adjustments for audience and formatting. A template is provided in Appendix B.

Submitting the Completed SID

As soon as practical once your SID is populated, please send it to SID_Submission@state.gov so that it may quickly be reviewed at HQ for completeness. It will then be sent back to the PEPFAR field team for finalization. As noted earlier, **teams should plan to have their SIDs largely finalized by early February** so that the results can be used to inform COP planning, including the SBOR. Teams should also plan on bringing the SID to the February/March kick-off meetings in Washington, DC. The finalized SID and narrative cover sheet should be submitted with the COP 16 as supplemental documents in FACTSInfo.

Public Display of Completed SIDs

In the initial year of SID implementation, public release of the completed SID was left at the discretion of each PEPFAR Chief of Mission. However, consistent with PEPFAR’s commitment to transparency, and as previewed last year, S/GAC intends to make SID dashboards, questionnaire tabs, and the narrative cover sheet available for all OUs beginning this year with SID 2.0. The completed SIDs will be posted on PEPFAR.gov simultaneous to the posting of approved final Strategic Direction Summaries. If the country team believes it has compelling reasons that warrant exemption from this requirement in 2016, it should submit a memo at the time of its COP submission requesting a waiver and articulating its case for why public release of SID results would not be appropriate at this time. The waiver request will be reviewed and decided upon by the U.S. Global AIDS Coordinator.

HQ Support

For general questions about this guidance and implementation of the SID, please feel free to contact Nima Abbaszadeh (abbaszadehn@state.gov) or Chris Hart (HartCA2@state.gov) in S/GAC’s Office of Sustainability and Development. In addition, each PEPFAR OU will have an assigned point of contact from the Sustainability Technical Working Group who will be available to provide virtual and/or TDY support to facilitate successful completion of the SID. Your TA provider will reach out to the PEPFAR Coordinator via email once the official SID 2.0 guidance and tool have been circulated to the field. The tool, guidance, and other support materials can be found on the SID page on PEPFAR.net (<https://www.pepfarii.net/Project-Pages/collab-47/SitePages/Home.aspx>).

Appendix A: Top Ten Changes from SID 1.0 to SID 2.0

Building on the feedback received from the SID 1.0 implementation, regional COP reviews, and post-COP analysis, several notable updates have been made to SID 2.0:

1. Revised Domain and Element Framework

Each of the domains from SID 1.0 have been renamed in SID 2.0 using more accessible language, and reordered to start with the Governance, Leadership, and Accountability domain (which is a merger of the previous Accountability and Transparency domain and the Enabling Environment domain). Most elements have been carried over from SID 1.0 to SID 2.0. In red below are the four “new” elements, though some of these (in particular, Civil Society Engagement and Service Delivery) incorporate questions or principles from SID 1.0. The previous four elements in Domain C have been collapsed into two elements (in blue below).

SID 1.0		SID 2.0
E. Enabling Environment	→	A. Governance, Leadership, and Accountability
Planning and Coordination	↗	Planning and Coordination
Policies, Laws, and Regulations		Policies and Governance
D. Accountability and Transparency		Civil Society Engagement
Oversight and Stewardship		Private Sector Engagement
Public Access to Information		Public Access to Information
B. Domestic Program and Service Delivery	→	B. National Health System and Service Delivery
Access and Demand		Service Delivery
Human Resources for Health		Human Resources for Health
Commodity Security and Supply Chain		Commodity Security and Supply Chain
Quality Management		Quality Management
		Laboratory
C. Health Financing and Strategic Investment	→	C. Strategic Investments, Efficiency, and Sustainable Financing
DRM: Resource Generation		Domestic Resource Mobilization
DRM: Resource Commitments		Technical and Allocative Efficiencies
Allocative Efficiency		
Technical Efficiency		
A. Institutionalized Data Availability	→	D. Strategic Information
Epidemiological and Health Data		Epidemiological and Health Data
Financial and Economic Data		Financial and Economic Data
Performance Data		Performance Data

2. Standard Template

For SID 1.0, each COP country was provided a contextualized country-specific version of the SID to complete. For SID 2.0, most of the contextual data has been built into a single version of the tool. When the country name is selected from a drop-down menu on the dashboard, several of the fields and contextual charts will automatically populate with that country's data.

3. Indicator Revisions

Improvement of indicator validity was a priority for SID 2.0. SID 1.0 included a handful of non-HIV specific global indicators, with responses for each country included on the "data sheet" tab within the Excel tool. None of these indicators was ultimately retained for SID 2.0, with indicators more directly relatable to the HIV/AIDS response favored for the revised version of the tool. A number of other questions have been strengthened or added, with the additional aim of more consistently assessing (particularly within the elements related to health systems) the extent to which necessarily policies/systems are in place; those policies/systems are being effectively implemented/operationalized by the partner country; and the area is domestically financed.

4. Scoring and Weighting

In SID 1.0, each element was scored out of 20 possible points. The maximum element score for SID 2.0 has been revised to 10 points. More consistent weighting also has been integrated throughout the tool. Several of the elements (Civil Society Engagement; Service Delivery; Human Resources for Health; Commodity Security and Supply Chain; Laboratory; Epidemiological and Health Data; Financial and Economic Data; and Performance Data) contain a question (or questions) about the extent to which aspects of that particular element are funded by domestic (i.e. non-donor) resources. The financing question(s) are responsible for 1/3 of the overall score for these elements. The non-financing questions are responsible for the remaining 2/3 of the element score and are equally weighted.

5. SID Requirements for Regional Programs

SID implementation was optional for regional programs during COP 15. For COP 16, regional programs are strongly encouraged to complete the SID for 1-2 countries within the regional program, prioritizing countries that represent the preponderance of PEPFAR regional funding and/or where donor funds for HIV/AIDS are already or are soon projected to decline.

6. SID Implementation Process

Whereas a participatory process for completing the SID was recommended but not required during COP 15, PEPFAR Teams are expected to engage diverse country stakeholders to complete the SID as part of the COP 16 process. Indeed, countries that used a participatory process for completing the SID 1.0 found the dedicated dialogue with stakeholders to be as valuable as the findings of the SID itself. The participatory process of completing the SID should include the partner government and key stakeholders, including civil society and other bilateral and multilateral (i.e., Global Fund, World Bank)

donors. Teams have the flexibility to decide whether it would be more appropriate to build upon an existing meeting or process in country, or to convene a stand-alone event.

7. Role of UNAIDS

Given the widely differing approaches to the implementation of SID 1.0, the role of outside stakeholders such as UNAIDS naturally varied as well. UNAIDS successfully facilitated SID discussions in some countries, and building on this positive experience and its unique position in countries, UNAIDS Geneva has offered for its country offices to co-convene with PEPFAR the process for implementing SID 2.0. PEPFAR teams are strongly encouraged to reach out to their UNAIDS counterparts in-country at the earliest convenience in order to begin planning the needed activities to gather and prepare all resource material, organize the SID-completion workshop, and facilitate the multi-stakeholder meeting.

8. SID Timing

SID 1.0 was distributed to the field in December 2014, with an updated version circulated in January 2015. Because most teams completed their SIDs between late February and early April 2015, the process overlapped substantially with COP development, thereby limiting the intended purpose of the SID as a tool to *inform* COP development. To better facilitate SID results being available in time to inform development of COP 16, the SID 2.0 tool and guidance are being provided to the field sooner this year, with the goal of having all SIDs completed no later than early February 2016.

9. Narrative Cover Sheet

Based on the recommendation of PEPFAR Chiefs of Mission during the September 2015 PEPFAR Executive Leadership Session, teams are asked to draft a 1-2 page narrative summary that can serve as a “cover sheet” to SIDs shared publicly. The narrative will allow teams to better communicate nuances that may not be as readily apparent from the dashboard and/or questionnaire and minimize the potential for misinterpretation, particularly among external audiences.

10. Public Display

In the initial year of SID implementation, the decision of whether to publicly release the completed SID was left at the discretion of each PEPFAR Chief of Mission. However, consistent with PEPFAR’s commitment to transparency, and as previewed last year, SID dashboards and questionnaire tabs – and the narrative cover sheet – will be made publicly available for all OUs beginning this year with SID 2.0. The completed SIDs will be posted on PEPFAR.gov simultaneous to the posting of approved final Strategic Direction Summaries. A waiver process is articulated in the guidance for country teams that believe they warrant an exemption from this requirement.

Appendix B: Template for Narrative Cover Sheet

(Standard Intro) **The HIV/AIDS Sustainability Index and Dashboard (SID)** is a tool completed annually by PEPFAR teams and partner stakeholders to sharpen the understanding of each country's sustainability landscape and to assist PEPFAR and others in making informed HIV/AIDS investment decisions. Based on responses to 90 questions, the SID assesses the current state of sustainability of national HIV/AIDS responses across 15 critical elements. Scores for these elements are displayed on a color-coded dashboard, together with contextual charts and information. As the SID is completed over time, it will allow stakeholders to track progress and gaps across these key components of sustainability.

Dark Green Score (8.50-10 points) (sustainable and requires no additional investment at this time)
Light Green Score (7.00-8.49 points) (approaching sustainability and requires little or no investment)
Yellow Score (3.50-6.99 points) (emerging sustainability and needs some investment)
Red Score (<3.50 points) (unsustainable and requires significant investment)

Country Overview: *Provide a one-paragraph overview of the SID findings and any country context that is critical to framing sustainability issues in the country.*

SID Process: *In a brief paragraph, describe the process that the team used to complete the SID.*

Sustainability Strengths: *Describe in brief bulleted paragraphs 2-3 of the elements (or if more appropriate, element components) that represented the most important sustainability strengths. Please also note any nuances that you believe merit highlighting.*

- **Element A (Score, color):** 2-4 sentences

Sustainability Vulnerabilities: *Among those SID elements identified as sustainability vulnerabilities, describe in bulleted paragraphs those which the team regards as priorities. Based on the indicators that comprise these elements, note which specific aspects of these elements require attention during COP/ROP 16. Please also note any nuances that you believe merit highlighting.*

- **Element B (Score, color):** 2-4 sentences
- **Element C (Score, color):** 2-4 sentences

Additional Observations: *Please note here any additional information from or concerning the SID and/or sustainability that the team feels is important to convey but has not been covered above.*

Contact: *Provide contact info for questions about PEPFAR's efforts to support sustainability in the country.*

A sample narrative cover sheet is provided on the following page.

(Example) 2016 Sustainability Index and Dashboard Summary: South Patriae

The **HIV/AIDS Sustainability Index and Dashboard (SID)** is a tool completed annually by PEPFAR teams and partner stakeholders to sharpen the understanding of each country's sustainability landscape and to assist PEPFAR and others in making informed HIV/AIDS investment decisions. Based on responses to 90 questions, the SID assesses the current state of sustainability of national HIV/AIDS responses across 15 critical elements. Scores for these elements are displayed on a color-coded dashboard, together with other contextual charts and information. As the SID is completed over time, it will allow stakeholders to track progress and gaps across these key components of sustainability.

Dark Green Score (8.50-10 points) (sustainable and requires no additional investment at this time)
Light Green Score (7.00-8.49 points) (approaching sustainability and requires little or no investment)
Yellow Score (3.50-6.99 points) (emerging sustainability and needs some investment)
Red Score (<3.50 points) (unsustainable and requires significant investment)

South Patriae Overview: South Patriae has made solid progress in reducing HIV incidence over the last decade, during which it has experienced significant economic growth and achieved lower-middle income status. The South Patriaen government has demonstrated strong leadership in crafting a national HIV/AIDS strategy and coordinating the response, and national strategic information systems are robust. However, the national supply chain continues to experience ARV stockouts with alarming frequency, and the country remains highly dependent on donors to fund its HIV response. With less than half of PLHIV on treatment and a youth bulge looming, improving resource mobilization, implementing new service delivery models, and strengthening efficiencies will be integral to sustainably controlling the epidemic.

SID Process: On January 20, the U.S. Embassy in South Patriae, UNAIDS, and the National AIDS Authority co-convened a one-day SID workshop with participants from the Ministry of Health, Ministry of Finance, Global Fund, civil society and private sector representatives, and other development partners. After an introductory address from the U.S. Ambassador and Chairman of the NAA, participants broke into four domain subgroups to discuss and complete the SID questionnaire based on the data and information assembled. The full group then reconvened at the end of the day to review the completed tool, discuss the findings, and identify priorities. To continue this important dialogue, a standing multi-stakeholder working group on sustainability has been established to maintain the dialogue and momentum.

Sustainability Strengths:

- **Epidemiological and Health Data (8.7, dark green):** An area of significant donor investments in years past, South Patriae has made significant strides in its capacity to plan, manage, and implement the collection of quality epi and surveillance data. More than any other element in the SID, this is also an area where domestic financing is playing a prominent role, with the majority of general population surveys and surveillance funded by the national government. However, improving the scope of viral load data collection remains a notable area of concern.

- **Example 2, etc.**

Sustainability Vulnerabilities:

- **Commodity Security and Supply Chain (2.75, red):** The availability of life-saving antiretroviral medications and other HIV commodities is essential for epidemic control and a sustainable national response. Facilities in the country do not currently meet standards for maintaining appropriate stocks of ARVs, nor do the groups making re-supply decisions have timely visibility into the ARV stocks on hand. Moreover, the domestic contribution to procurement of ARVs and other key commodities remains extremely low (10 percent for ARVs), despite the significant improvement in government finances in recent years.
- **Policies and Governance (6.1, light green):** South Patriae deserves praise for the absence of structural obstacles and the presence of well-implemented laws and policies protecting populations affected by HIV. While the overall policy environment is generally positive, adopting Test and START policies and reducing clinical visits and ARV pickups for stable patients on ART will be critical next steps to achieving a significant increase in ART coverage in the next five years.
- **Example 3, etc.**

Additional Observations: Although the Quality Management element scored in the red (2.5), it is not listed above as a PEPFAR priority because significant recent Global Fund investments are targeting this area, while PEPFAR is better positioned to address other priorities.

Contact: For questions or further information about PEPFAR's efforts to support sustainability of the HIV response in South Patriae, please contact John Doe at DoeJ@state.gov.