

# MÉDECINS DU MONDE (MDM FRANCE)

## ANNEX-1: EXPRESSION OF INTEREST (EOI) FORM

### 1. NGO profile

#### I. General information

A) Full Name of the organization:

Himalayan Association against STI-AIDS (HASTI-Nepal)

B) Contact person detail

Name: Dr. Ranga Raj Dhungana

Position: Country Director

Telephone or mobile number: +977- 9851058416

Email address: [rrdhungana@gmail.com](mailto:rrdhungana@gmail.com)

C) Address of organization:

District: Kathmandu

Municipality: Kathmandu Metropolitan city

Telephone: +977-1- 6201220

Email address: info@hastinepal.org.np

#### II. Legal Information

A) Registration of District Administration Office and date:

Himalayan Association against STI-AIDS (HASTI-Nepal) was legally registered in Chief District Office (CDO) of Kathmandu/Ministry of Home/Nepal Government on 11-09-2058/2001 (*Reg # 516/2058BS/2001*);

B) SWC affiliation number and date:

HASTI-Nepal was affiliated with Social Welfare Council (SWC) of Nepal on 04/10/2004 (*Affiliation # 16813/2004AD*);

C) PAN number: 301740719

#### III. Programmatic Information:

Following its inception in 2001, HASTI-Nepal collaborated with beneficiary groups and local stakeholders to develop its strategic plan, aiming to effectively address community challenges. Its primary focus is on ensuring equitable access to the revised National Health Plan (NHP). Recognizing the substantial trend of Nepali youth migration, with approximately 90% seeking opportunities abroad, HASTI-Nepal is dedicated to strengthening local capacities in targeted districts, empowering communities, and enhancing residents' life skills.

Drawing from lessons learned in the past projects, beneficiary groups highlighted the necessity for support in basic skill enhancement, on-the-job training, and securing industry-standard job placements. Consequently, HASTI-Nepal aligns its endeavors with the national initiative 'Skilling Nepal for People's Prosperity,' prioritizing development projects aimed at directly addressing Nepal's challenges (source: Profile of HASTI-Nepal, 2023). This strategic approach steers the implementation of innovative



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projects, demonstrating HASTI-Nepal's steadfast commitment to fostering positive change specially in the following areas:

### 1) Strategic plan of Senior Citizen Community Development Program (SCCDP):

The SCCDP's Strategic Plan primarily aims to achieve the following objectives: self-sustaining the livelihood of elderly people, transforming youth skills, and enhancing local prosperity. These objectives are pursued through the activities of: (i) Senior-Citizen Recreation, (ii) Skill Development & Entrepreneurship, and (iii) Health and Physio-Yoga.

### 2) Strategic plan of Integrated School Health Program (ISHP):

The strategic plan of the ISHP primarily aims to achieve the following objectives: strengthening the health system, enhancing emergency preparedness, and providing stress relief. These objectives are pursued through the activities of: (i) Disaster Preparedness Interventions, (ii) First Aid and WASH (Water, Sanitation, and Hygiene), and (iii) Trauma-related Stress Relief.

### 3) Strategic plan of Intensive Reproductive Health & Rights (IRHR):

The Strategic Plan of the Intensive Reproductive Health & Rights (IRHR) initiative aims to achieve the core objective of "Creating awareness, interlinking with facilities, and enhancing social wellness". This strategic approach ensures a comprehensive effort to improve reproductive health and rights, raise awareness, strengthen healthcare infrastructure, and enhance social well-being within targeted communities. The objective of IRHR is pursued through the activities of: (i) Comprehensive Package targeting Migrants, (ii) Comprehensive Package addressing Women's Health and Gender-Based Violence (GBV), and (iii) Impact Study and Publication of research outcomes.

### Programs in last five years (maximum 1 page)

Program Name	Program Objectives	Start and end date (MM/Y Y)	Donor/ INGOs	Total Budget	Geographic coverage (District/ Municipality)	Target beneficiary population	Key activities
1. Community Support Program	To provide accessibility of RHR services at delivery sites	July 2022 – June 2023	Members of HASTI-Nepal	NRs. 150,000	Gauriganga Municipality of Kailali	Women and adolescents	- Support in collaborative networks - Meeting among beneficiary group
2. Prevention of Tobacco affects	Enhance capacities of teachers	July 2020 – June 2021	MOHP of Nepal	NRs. 607,000	Lamki-Chuha Municipality of Kailali	Male and female students of government schools	- Interacting - Extra activities - Art competition
3. Assessment of Nutrition and Food Status	To assess nutritional status of under-five children and identify associated factors	Oct 2020 – Feb 2020	NAST	NRs. 65,000	Dhading district	Pregnant and lactating women and child care givers	- KII for data collection - Survey tools designing - Data collection - Data analysis - Reporting
4. Symptom based screening	To develop symptoms-based screening tool for easy	Oct 2018 – Dec 2019	Healthy Heart Initiative / Tufts	NRs. 1,100,000	Dhading district	Government school students	- Need assessment - Methodologies designing



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of Rheumatic Heart Disease (RHD) in government schools	detection of students with RHD and identify the current level of prevalence of RHD (10-16yrs)		University of Tuft (USA)				- Awareness campaigning on RHD - General health camps for screening among students - Individual surveys - ECO Camps
5. Integrated School Health Program among students	To provide access to quality health care services to earthquake affected schools and scale up the capacities	July 2015 to July 2017	Medipeace/ Child Fund Korea, South Korea	NRs. 94,44,100	5 VDCs and one Municipality in Dhading District	All level of school students including adolescents	- Development of guidelines - TOT for teachers; - Class teaching on DEP and Drills - WASH - Art Competitions.

#### IV. Budget and accounting system

HASTI-Nepal upholds a robust financial management system, covering budgetary control and financial reporting for all activities funded by various agencies. The organization maintains adequate controls for: (i) Program budgeting, (ii) Annual budgeting, (iii) Reviewing both budget and program, (iv) Facilitating advances requests with donors, and (v) Providing comprehensive financial reporting to meet the management and donor requirements.

#### Total Income / expenses in last 3 years

Year	Total Income (NRs.)	Total expenditure (NRs.)	Main donors
2079/2080	1,330,363	1,330,363	Members of HASTI-Nepal_
2078/2079	0	70,920	MOHP/Gov, Nepal
2077/2078	0	168,652	NAST, Nepal
<b>Total</b>	<b>1,330,363</b>	<b>1,569,935</b>	

#### Accounting System

- Mention Computerized (  ) or Manual accounting system (  )
- Mention Single entry (  ) or Double entry (  ) bookkeeping system
- Mention Computer software (name of accounting software: Excel)
- Name of the commercial bank (having main operating account exists: Everest Bank Limited)

#### V. Governance and Management

##### A) Profile of governing board

SN	Full name	Position	Gender (M/F/O)	Professional/ Academic Profile
1	Prof. Dr. Mandira Shahi	President	F	PhD in Education
2	Dr. Bishun Dayal Patel	Vice Chairperson	M	BAMS and MD
3	Dr. Ranga R. Dhungana	Secretary General	M	PhD in Public Health.
4	Ms. Shanti Devi Dhami	Treasurer	F	Master in Nursing

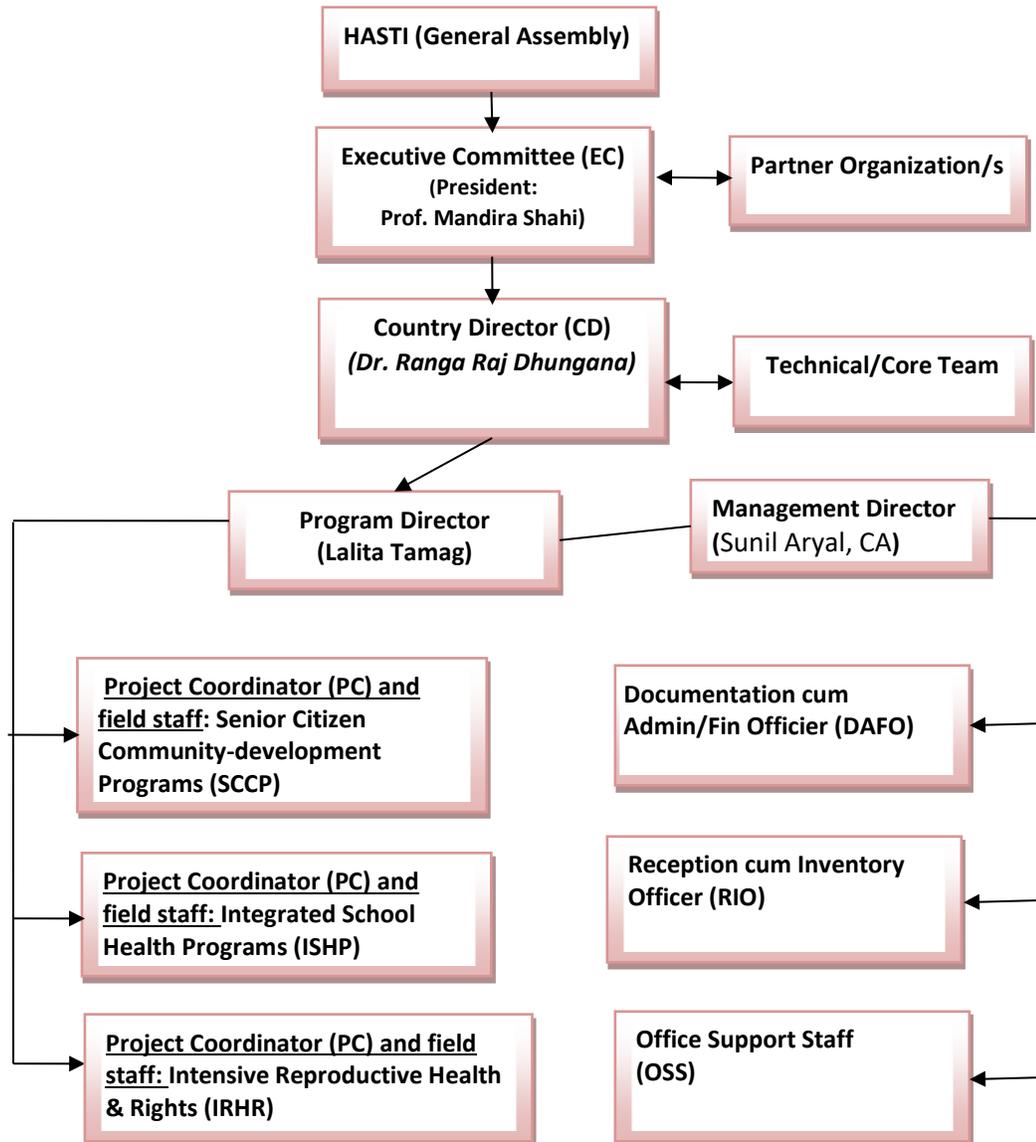


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5	Prof. Saraswoti Gautam	Member	F	Master in Nutrition
6	Ms. Lata Shah	Members	F	Master in Mgt.
7	Dr. Prasanta Paudel	Secretary	M	MBBS, MD

### B) Current Organogram



### C) Profile of key current staff/ volunteers

Full name	Position	Academic Qualification	Gender (M/F/O)	Expertise	Experience (Overall Years & with NGO)



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Dr. Ranga Raj Dhungana	Country Director (CD)	PhD in Prevention of Communicable Diseases	M	Public Health	More than 25 Yrs experience in programming, and M&E
Lalita Tamang,	Program Director	Masters in Rural Development	F	Community Development	More than 15 years' experience in project implementation
Sunil Aryal	Admin and Fin Director	CA	M	Finance	More than 5 years in finance.
Arun Shrestha, Master Health Science and Environment.	Training Co-Ordinator	Diploma in Environmental Health	M	Environment	More than 5 years in skill-based training and entrepreneurships

### VI. List of written and approved policies / strategy

- Human Resource Management (Admin and Fin rules)
- Operation and Staff Regulations-2073
- Financial and Inventory Management
- Child Protection and safeguarding
- Environment policy
- Ethical Guidelines
- Gender Policy for Project Implementation
- Prevention of GBV and child Protection Policy.doc 2018
- Women and Child Protection Policy

### VII. Following documents have been submitted as listed on EOI Application

- A cover letter and list of documents submitted
- Annex -1 including Concept Note
- Copy of Registration and renewal certificate (CDO)
- Copy of Affiliation and renewal certificate (SWC)
- Copy of PAN certificate
- Copy of tax return submission (fiscal year 2079/80)
- Copy of constitution/status
- Copy of audit report (Last **two** years)
- Copy of Annual reports of last two years!



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### 2. CONCEPT NOTE

*(Maximum 6 pages in total)*

**A. Description of the organization** *(Mission, vision and total organization budget for the past year, working approach and justification for partnership in 200 words).*

HASTI-Nepal is dedicated to advancing health-focused development efforts, independently spearheading projects and nurturing partnerships across various districts of Nepal. Our core objective is to expand access to comprehensive health programs, implementing targeted interventions in designated municipalities throughout Nepal, with a central emphasis on improving the health outcomes of targeted populations. Our vision revolves around bolstering the health outcomes of marginalized communities in selected municipalities across Nepal, and the Himalayan Association against STI-AIDS is steadfast in implementing inclusive initiatives to realize this vision.

In the fiscal year 2079/080, HASTI-Nepal allocated NRs. 870,422 towards endeavors aligned with our mission.

Our approach encompasses a holistic strategy that aligns with governmental plans and policies. We execute health-related projects by adhering to an Office Operating Manual (OOM), which encompasses various policies, and we seek guidance from our Advisory Committee and seven Sub-Committees. Collaboration among policymakers, service providers, and beneficiaries is crucial to addressing skill gaps and fostering community development.

HASTI-Nepal adopts a structured '5-Step Plan Approach' for effective project implementation and monitoring. This ensures impactful and sustainable outcomes across initiatives through outreach intervention, comprehensive health-related service delivery, and strengthening available resources at delivery sites. Our commitment is to implement activities within the designated timeframe, guided by values of participation, non-discrimination, accountability, and transparency."

**B. Problem analysis**

*Analyse context and key problems briefly in line with MDM's priorities mainly from the perspectives of overall objectives, outcomes and target groups (based on which type of organization you are). Limit to 250 words.*

Research underscores the challenges in waste management, environmental conservation, and public health in Kathmandu valley and Nuwakot District. The Kathmandu valley alone generates over 1,200 tons of solid waste daily, placing strain on infrastructure and resulting in inadequate waste collection and disposal methods (*Report of Nepal Government-2079/080*). It is transferred to the landfill site at Kakani Rural Municipality of Nuwakot. This exacerbates environmental degradation and heightens health risks for residents. Deliberate forest fires further compound



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these issues, posing threats to lives, property, and conservation efforts, worsening air pollution and impacting respiratory health.

Nuwakot District shares comparable environmental health concerns with the Kathmandu Valley. In response, Médecins du Monde (Mdm) France has initiated interventions aimed at improving the health outcomes of informal waste workers (IWWs) through the "Healthy Waste Workers for Sustainable Waste Management (HWW4SWM)" project. This initiative integrates Occupational Health Services (OHS) into the healthcare system, addressing challenges posed by the COVID-19 pandemic and other life-threatening diseases.

Persistent challenges such as inadequate waste infrastructure, insufficient waste collection methods, forest fires, and seasonal pollution disproportionately affect vulnerable populations, waste workers, farmers, and urban dwellers. Collaborative efforts with organizations like HASTI-Nepal are crucial to effectively addressing these challenges. Aligning interventions with Mdm's priorities and focusing on Environment and Health, Healthcare Systems, and Sexual and Reproductive Health & Rights, a comprehensive approach is envisioned. Essential strategies including 'Awareness through Outreach Interventions', 'Strengthening capacity of healthcare services', and 'Community engagement monitoring system' are crucial steps toward promoting sustainable practices and enhancing well-being.

### *C. Project objectives*

*List the objectives you intend to reach and how to reach them not exceeding (maximum 250 words)*

#### **Objective 1:**

Increase awareness of environmental factors and occupational & environmental health hazards among vulnerable populations, waste workers, farmers, urban dwellers, and school students in Kathmandu, Lalitpur, and Nuwakot districts of Nepal over 3 years. This involves conducting Sensitization Workshops among stakeholders, providing Orientation Training for Peer Educators (PE), implementing Outreach Interventions by mobilizing trained PE, fostering School-Based Partnerships, and conducting Monitoring and Evaluation to assess awareness levels with referral establishment to comprehensive health services.

#### **Objective 2:**

Enhance regulatory frameworks and enforcement mechanisms for quality healthcare and environmental health services by providing promotional support to local governments in Kathmandu Valley and Nuwakot District over 3 years. This includes conducting Needs Assessment/Surveys, delivering Competency-based Training to healthcare providers, establishing Protocols with guidelines, organizing Awareness Workshops among employers and employees, and strengthening Occupational Health and Safety (OHS) facilities to provide services for referred clients. Additionally, regular inspections will be conducted, and collaboration with multi-sectoral agencies in workplaces and environmental settings across targeted wards will be fostered.

#### **Objective 3:**



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Facilitate collaborative efforts between local government and communities to identify and address policy gaps related to environmental protection, with the aim of supporting implementation environments in communities of Kathmandu, Lalitpur, and Nuwakot districts within 3 years. This involves organizing Community Engagement Workshops and providing Community-based Surveillance Support to monitor environmental hazards and health risks. Additionally, mechanisms for data collection will be established to facilitate communication with local government agencies and community groups.

### *D. Major activities to address above problems*

*List the major activities to achieve the objectives in (maximum 200 words)*

<b>Listed activities that address the current problems:</b>
<b>1. <u>To achieve Objective 1, the activities under "Awareness through Outreach Interventions" include:</u></b> 1.1. Sensitization Workshops among stakeholders and local authorities across 3 districts for service mapping and referral establishment. 1.2. Orientation Training to Peer Educators, selected among beneficiary groups. 1.3. Awareness through Outreach Interventions by mobilizing Peer Educators. 1.4. School-Based Partnerships for interschool essay competitions with media advocacy. 1.5. Monitoring and Evaluation for assessing awareness levels and impact
<b>2. <u>To achieve Objective 2, the activities under "Strengthening occupational health and safety (OHS)" include:</u></b> 2.1. Needs Assessment/Survey to identify existing situations, policy gaps, and practices. 2.2. Competency-based Training to healthcare providers on identifying violations, understanding regulatory frameworks, and networking mechanisms. 2.3. Protocol Establishment with guidelines for service regulation. 2.4. Awareness Workshops among employers and employees to raise awareness about health rights. 2.5. Strengthening OHS facilities in 8 wards to improve enforcement service regularity.
<b>3. <u>To achieve Objective 3, the activities under the "Facilitating Community Engagement M&amp;E System" include:</u></b> 3.1. Community Engagement Workshops among beneficiary groups, local government, and service providers for policy reviews. 3.2. Community-based Surveillance Support to monitor environmental hazards and health risks in 8 wards, facilitating the surveillance systems.

### *E. Key strategies and methodologies*

*List the key approach and methodologies you intend to apply in the proposed concept. (maximum 250 words)*

HASTI-Nepal will implement the following strategic approaches and methodologies to deliver sustainable healthcare services in targeted settings of Kathmandu, Lalitpur, and Nuwakot districts:

1. Targeted Outreach Interventions: Identifying high-risk industries and individuals with specific health concerns to enable tailored interventions and maximize impact.



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2. Comprehensive Needs Assessment: Utilizing health data, surveys, and expert consultations to ensure interventions are based on evidence-based components.
3. Collaboration and Partnerships: Amplifying outreach efforts through collaboration with stakeholders, including local governments, NGOs, and community groups, to enhance the effective interventions.
4. Tailored Communication: Creating culturally appropriate and easily understandable materials to maximize community engagement and understanding of environmental health issues.
5. Development of a Comprehensive Plan: Addressing workforce needs through a well-defined plan to ensure comprehensive coverage and sustainable implementation.
6. Capacity Building among Healthcare Providers: Focusing on occupational medicine and preventive measures to enhance the capabilities of healthcare professionals in identifying and addressing occupational health risks.
7. Integration with Workplace Policies and Collaboration: Prioritizing safety in workplace policies and sharing resources and best practices through collaboration to strengthen occupational healthcare services at the workplace level.
8. Utilization of Technology and Continuous Evaluation: Leveraging technology for data collection, analysis, and ongoing evaluation to drive improvement and ensure the effectiveness of project activities.
9. Community Engagement M&E System: Conducting stakeholder mapping, empowering stakeholders in data collection and analysis, maintaining data integrity, and ensuring long-term viability to optimize community engagement and monitoring efforts, ensuring sustained impact and accountability.

### ***F. Organisational capacity development***

*Write your perspective, plans and strategies on your own organisational capacity development? (maximum 150 words).*

HASTI-Nepal prides itself on its diverse team, which includes professors, doctors, engineers, nurses, entrepreneurship specialists, trainers, administrators, and economic experts, among others. Committed to Gender Equality and Social Inclusion (GESI) policies, inclusive recruitment practices are followed, and projects are executed according to the Office Operating Manual (OOM) and other policies. Currently, a consortium has been formed to optimize resource utilization. Leveraging its expertise, available resources, consortium facilities, and local inputs, including existing policy guidelines and coordination mechanisms, HASTI-Nepal is dedicated to project implementation. This Expression of Interest (EOI) will witness HASTI-Nepal developing comprehensive strategic plans and training curricula for the efficient execution of project activities across targeted districts spanning three districts, ensuring impactful interventions.

### ***G. Sustainability*** Write briefly how the project results can be sustained (maximum 150 words)

The sustainability of project results in the targeted districts of Nepal relies on several key strategies. Firstly, the government's commitment to sustainability ensures alignment with local



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needs and prevents duplication of efforts. Consent from local authorities and beneficiary groups strengthens this alignment. HASTI-Nepal's strategic sustainability plan focuses on reinforcing existing Occupational Healthcare Services (OHS) systems and referral mechanisms among outlets, government bodies, partners, and Peer Educators within beneficiary groups. Mobilizing Peer Educators and engaging local initiatives enhances local knowledge and skills, ensuring sustained impact beyond donor support. This approach aims to continue OHS post-donor support, fostering long-term benefits for targeted communities. Partnering with MDM in implementing and upholding this sustainable plan further underscores the commitment to lasting positive change for community well-being.

### *II. The Estimated Budget of the project*

Give the estimated SUMMARY budget in 7 main lines: 3 Outcome level costs, 1 Human Resources, 1 Equipment/Logistics costs, 1 Travel/transportation, 1 Administration/Office Costs of the project (overhead is not allowed) with a brief budget narrative to specify/explain the details as required (maximum in one page).

#### **Estimated SUMMARY Budget: NRs. 12,988,740**

##### **1. Outcome Level Costs:**

- Awareness through Outreach Interventions: NRs. 1,776,000
- Strengthening occupational health and safety (OHS): NRs. 1,380,500
- Facilitating Community Engagement M&E system: NRs. 1,152,000

##### **2. Human Resources:**

- Salaries for Project Staff: NRs. 5,963,100

##### **3. Equipment/Logistics Costs:**

- Procurement of Medical Supplies and Educational Materials: NRs. 515,140

##### **4. Travel/Transportation:**

- Transportation for Field Visits and Meetings: NRs. 206,400

##### **5. Administration/Office Costs:**

- Rental, Utilities, and Other Office Expenses: NRs. 138,000

#### **Budget Narrative:**

The estimated budget is structured to encompass the essential aspects of seven main lines for the proposed project. Costs at the outcome level are allocated for conducting Awareness through Outreach Interventions, Strengthening Occupational Healthcare services, and Facilitating Community Engagement and Monitoring activities. Human resources expenses encompass salaries and fringe benefits for the project staff involved in implementation and oversight. Equipment and logistics costs are allocated for procuring necessary medical supplies and educational materials in accordance with the guidance provided by the TOR of the EOI. Travel and transportation expenses are budgeted to facilitate field visits, mobile camps, vehicle hiring, and attendance at meetings. Finally, administration and office costs cover expenses related to house rent, stationery, utilities, meeting refreshments, photocopying, printing, binding, and other office expenses. This budget ensures comprehensive coverage of project activities under the three main interventions while adhering to financial prudence and efficiency.



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