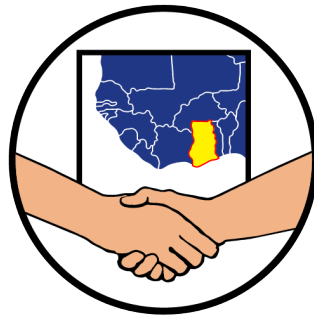




SEND
GHANA

TERMS OF REFERENCE (TOR)

**CONSULTANCY TO TRACK FAMILY PLANNING EXPENDITURE OF
GOVERNMENT AND DEVELOPMENT PARTNERS**

1.0: Introduction

Family planning (FP) is a vital part of Ghana's health and development efforts. It improves maternal health, reduces unintended pregnancies, and promotes sustainable socio-economic growth. To run effective family planning programmes, the government must provide reliable and ongoing funding. Unfortunately, FP services in Ghana are often difficult to access, especially among vulnerable women and young people, because there is not enough money for FP commodities. This shortage prevents many women from getting essential reproductive health care, limiting their educational and economic opportunities and ultimately slowing national development. Ghana depends largely on external funding for FP commodities. As donor support declines, including the USAID's recent withdrawal of funding for contraceptives, Ghana does not have enough domestic resources to meet the national demand for FP services (UNFPA Ghana, 2022). Without sufficient domestic funding, the risk of commodity stock-outs increases, exacerbating the already high levels of unmet need for FP services (Guttmacher Institute, 2020). Strengthening government commitment to FP financing is therefore critical for sustainability and is consistent with Ghana's FP2030 pledge to achieve universal access to modern contraceptives.

Against this background, SEND Ghana, under the UNFPA SRH Consortium, is seeking a qualified consultant to work in collaboration with the Ministry of Health, Ghana Health Service, and Development Partners to track family planning expenditure and to monitor expenditures against annual government and partner budgets. This is part of ongoing efforts to strengthen transparency and accountability in the delivery of FP services, ensuring improved resource allocation, releases and utilisation, and enhancing evidence-based decision-making for scaling up FP services in Ghana.

2.0: About the project

The Adolescent Reproductive Health and Rights project is being implemented by a consortium of five organizations: the Alliance for Reproductive Health Rights (ARHR), World Vision International Ghana, Marie Stopes International Ghana, SEND Ghana, and the Africa Health Innovations Centre. This initiative falls under the Government of Ghana/UNFPA 8th Country Programme, which aims to improve adolescent sexual and reproductive health (SRH) outcomes and strengthen humanitarian preparedness and response across seven regions in Ghana. The target regions are Ashanti, Eastern, Volta, Greater Accra, Oti, Northeast, and Bono East.

3.0 Purpose of the assignment

The overall purpose of this assignment is to undertake Family Planning Expenditure tracking of Government and Development Partners and develop tools to facilitate

systematic monitoring of resource flows against approved budgets. The specific objectives are:

1. To review existing reproductive health and family planning financing architecture in Ghana.
2. To develop practical tools and track family planning expenditure at national and sub-national levels.
3. To produce evidence-based reports on FP budget allocations and expenditures to inform advocacy, planning, and resource mobilization.

4.0: Scope of the assignment

The consultant will review existing sexual reproductive health and family planning financing landscape; work with stakeholders (MOH, GHS, development partners, CSOs) to understand FP financing flows; design and validate family planning expenditure tracking tools; undertake FP budget and expenditure tracking; and produce reports on FP budget allocations, disbursements, and expenditures at the national and subnational levels.

5.0: Methodology

The methodology would be co-created by the consultant, government ministries departments and agencies (MoH, GHS), Development partners and relevant CSOs. The methodology shall include literature review on existing FP expenditure tracking by governments, development partners, CSOs or academia to identify FP financing gaps and opportunities. SEND will organize and coordinate a two-day FP expenditure tracking methodology workshop, and the process will be facilitated by the consultant. Participants will include representatives from the MoH, GHS, CSOs, and Development partners.

6.0: Deliverables

The following will be the expected deliverables of the Consultant:

- Inception report
- All documents reviewed and consulted during the process
- Draft and finalized FP expenditure tracking tools.
- Process report from the FP expenditure tracking tool workshop
- Draft and final report with recommendations for sustainability

7.0: Duration

A total of 25 working days would be used for the assignment as follows:

No	Activity	# of Days
1	Inception report from the consultant	2 days after signing contract
2	Review literature on FP expenditure tracking to identify FP financing gaps and opportunities.	3 days
3	Hold a two-day FP expenditure tracking tool methodology workshop	2 days
4	Submit draft FP expenditure tracking tools for review by MOH, GHS, DPs, CSOs	2 days
5	Revise FP expenditure tracking and monitoring tools incorporating feedback from partners	2 days
6	Undertake FP expenditure tracking at the national and subnational levels and submit draft report/brief/factsheet	10 days
7	Revise draft report/brief/factsheet on FP expenditure tracking at the national and subnational levels incorporating feedback from partners	2 days
8	Submit final report/brief/factsheet	2 days
9	Total Number of days	25 days

8.0: Consultant qualification

- Advanced degree in Public Health, Health Economics, Health Financing, Development Studies, Population Studies, SRH, social sciences, or related field.
- 5-10 years of continuous professional experience in health financing, expenditure tracking, or public financial management, and in working with young people/Adolescent programming related to SRHR
- In-depth knowledge and experience in developing expenditure tracking tools/frameworks in the health sector, preferably reproductive health/family planning.
- Extensive experience working with the Ghana Ministry of Health, Reproductive and Family Planning Division of the Ghana Health Service, CSOs, and be able to get his/her final work approved by the Ministry of Health.
- Strong knowledge of Ghana's health financing and budget systems.
- Proven experience in facilitating workshops, engaging with participants, and leading idea discussions processed interactively and inclusively.

- Excellent facilitation, analytical, and report writing skills.
- Fluency in English

9.0. Eligibility and Selection Criteria

Interested and qualified applicants should submit a proposal that includes:

1. A technical proposal outlining the consultant /firm's understanding of the assignment, the proposed methodology, and work plan.
2. A financial proposal detailing the proposed budget with justification
3. Cover letter of no more than one page introducing the consultant /firm and how the skills and competencies described above are met.
4. An updated CV with at least two references.
5. Samples of similar assignments completed
6. A statement of commitment for availability for the entire assignment.

10.0: Selection

Selection will be based on:

1. Technical evaluation of the proposal elaborating approach/methodology, work plan, and budget.
2. Establishing your credibility in undertaking assignments of a similar kind.

Please submit the expression of interest and other documents to career@sendwestafrica.org with “Consultancy – Family Planning Expenditure Tracking” in the subject line, by Thursday **9th October** 2025, by 23:59 pm.

Only shortlisted applicants will be contacted