

# Costed Implementation Plan Resource Kit

# CIP

## Resource Kit



## TOOLS AND GUIDANCE TO DEVELOP AND EXECUTE MULTI-YEAR FAMILY PLANNING PLANS

### WHAT IS A COSTED IMPLEMENTATION PLAN?

A Costed Implementation Plan (CIP) is a multi-year roadmap designed to support a government in achieving its family planning goals. CIPs are a critical tool in transforming ambitious family planning commitments – such as those made through Family Planning 2030 and the Ouagadougou Partnership – into concrete programs and policies.

### WHAT IS THE CIP RESOURCE KIT?

The CIP Resource Kit features tools for planning, developing and executing a robust, actionable and resourced family planning strategy. Specifically, the kit includes 19 guidance documents and tools to be used by program planners, ministry representatives and technical assistance providers throughout CIP development and execution. The CIP Resource Kit is the result of collaboration, knowledge sharing, and thought leadership among numerous governments, organizations and experts with hands-on experience developing CIPs.

### HOW DOES THE CIP PROCESS WORK?

The CIP process helps countries prioritize appropriate interventions, allocate limited resources, unify stakeholders around one plan, and build the case for increased support. The 10-step process guides countries through planning, developing, and executing a plan, as well as continually engaging stakeholders, advocating effectively, and keeping rights at the center of all activities. An effective and comprehensive CIP can address and budget for key components of a family planning program – from quality, rights-based service delivery and equitable access, to management and accountability – as well as identify resources for strategic priorities that catalyze progress toward the country's family planning goals.

### CUSTOMIZABLE TOOLS TO SUPPORT STRATEGIC PLANNING AT ANY PHASE

The CIP Resource Kit can be used at any point in the development or implementation of a national family planning strategy to accelerate progress on achieving a country's goals. Select resources may be applied to:

- Decide whether or not to develop a CIP
- Educate stakeholders and decision-makers and increase buy-in
- Delve into technical strategy development to map progress toward goal achievement
- Determine the cost of a new or existing strategy and identify resource gaps
- Refine an existing strategy to achieve more efficiency and effectiveness
- Put processes in place to improve implementation, stewardship and monitoring of existing plans

*“The CIP has helped us determine budgetary needs to reposition our family planning efforts. Monitoring the CIP is helping us to be more strategic in how resources are invested in the country to get results. Also, straightaway from the CIP launch in Tanzania, high-level officials started to look at FP as part of the developing agenda.”*

*Maurice Hiza, National Family Planning Coordinator, Government of Tanzania*

## 10 STEPS: BUILDING A FAMILY PLANNING COSTED IMPLEMENTATION PLAN

### PHASE 1: PLAN

#### 1. Obtain Buy-In and Secure Resources for CIP Development

#### 2. Prepare for CIP Development

### PHASE 2: DEVELOP

#### 3. Conduct a Situational Analysis

#### 4. Formulate a Technical Strategy and Implementation Plan

#### 5. Estimate Costs and Resource Gap, and Iterate Technical Strategy

#### 6. Finalize Institutional Arrangements for Execution

#### 7. Secure Final Approval and Launch CIP

### PHASE 3: EXECUTE

#### 8. Provide Effective Stewardship for CIP Execution

#### 9. Design and Implement Performance Monitoring Mechanisms

#### 10. Conduct Continuous Resource Mobilization

*“The CIP articulates the country’s consensus-driven priorities for family planning. It guides current and new partners in their family planning investments and programs. The CIP is an endorsement by government and partners of the well-known fact that family planning saves the lives of women, newborns, and adolescents as well as contributes to the nation’s socioeconomic development.”*

*—Cecile Compaore, Deputy Representative, UNFPA Uganda*

## MOVING FROM COMMITMENT TO ACTION

A CIP can help governments:

- Prioritize family planning interventions
- Detail key activities and outline a roadmap for implementation
- Design high-quality, rights-based programs that promote the empowerment of women and girls
- Estimate the impact of an intervention
- Forecast costs and make strategic allocation decisions
- Mobilize resources to meet gaps
- Monitor progress
- Unify stakeholders around one focused family planning strategy



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## FEATURED RESOURCES IN THE CIP RESOURCE KIT INCLUDE:

### 10-Step Process for CIP Planning, Development and Execution

Provides an overview of all 10 steps in the CIP process and the CIP Resource Kit, including when to apply particular tools. This resource also includes in its annex a library of additional resources that can provide support throughout the development process.

### Deciding to Develop a CIP: Seven Considerations to Inform Country Decision-Making

A worksheet that outlines seven considerations that a country can use to self-assess and reflect on its readiness for a CIP.

### Making the Case for a CIP: PowerPoint Template

A customizable presentation about CIPs for decision-makers and stakeholders to obtain buy-in and approval to engage in the CIP process.

### Stakeholder Engagement for Family Planning Costed Implementation Plans: A 4-Step Process to Meaningfully Engage Stakeholders in Developing and Executing CIPs

A comprehensive guide to supporting successful, sustained stakeholder engagement.

### Developing CIPs: Team Roles and Responsibilities

Guidance on CIP Task Team organization, member selection, and group roles and responsibilities.

### Guidance for Developing a Technical Strategy for Family Planning Costed Implementation Plans

Systematic and practical guidance for moving through the technical strategy development process, including situation analysis, results formulation and implementation planning.

### Rights-Sizing Family Planning: A Toolkit for Designing Programs to Respect, Protect, and Fulfill the Rights of Girls and Women

A comprehensive resource providing guidance and background on rights-based family planning, including practical tools and templates to ground a CIP technical strategy in a rights-based approach.

### Family Planning CIP Costing Tool & User Guide

A spreadsheet providing the government with the total cost of the CIP by activity and year of planned implementation at national or subnational levels, and what percentage of the resources required to implement CIP activities have been mobilized.

### Stewardship for the Execution of Costed Implementation Plans: Considerations for Stakeholders

Provides basic guidance for stakeholders on six essential stewardship functions, and what they mean for CIP execution. Stakeholders can use the reflection questions in this tool to ensure CIP execution reflects best practices in stewardship.

### Monitoring Performance of Family Planning Costed Implementation Plans

Guidance on establishing and implementing a systematic and continuous process of collecting, analyzing and reviewing data to track the progress of CIP execution toward intended results.

### Conducting a CIP End-line Review: A Guide for CIP Stakeholders

Provides family planning managers and assigned monitoring and evaluation focal points for the CIP or family planning program with recommendations on when and how to conduct an end-line CIP performance review.

## FOR MORE INFORMATION:

To access tools and guidance documents, view CIPs, read testimonials, and learn about the organizations that have contributed to the CIP Resource Kit, visit [www.fp2030.org/cip](http://www.fp2030.org/cip).