ACTION PLAN TOOL KIT

NISC

APTK

WWW.INFONTD.ORG/NISC

Introduction

This action plan toolkit (APTK) is a component of resources developed to enable inclusion and meaningful participation of persons affected by NTDs particularly in policy and decision-making processes, within NTD organisations, mainly NGOs. Other components of these resources including the NTD Inclusion Scorecard (NISC), can be found on www.infontd.org/nisc.

NTD organisations may refer to the action plan toolkit, after they have conducted any phase of the NISC assessment. This action plan toolkit is intended to serve as a reference point for best practices and/or strategies and ideas of tangible actions that can be taken by NTD organisations, following the identification of gaps/challenges (from the NISC assessment) regarding inclusion and meaningful participation of persons affected by NTDs.

These documented resources range from toolkits and case studies from other (NTD) organisations to research and policy papers. Ideas/strategies from these resource bank can be considered and developed into SMART actions/activities that can be implemented by NTD organisations towards improvement around inclusion.

It is important to note that some materials from outside the NTD NGO world have also been included, in the hope that some may be adapted to various contexts where relevant, for instance, some strategy(ies) may focus on the inclusion of other marginalised groups based on gender, race, etc., in such a case you could replace these groups with persons affected by NTDs, and adapt the strategy(ies) to your organisation's context. Some strategies/guidelines/policies may not be focused on any marginalised group, but can also be adapted to your organisation's context, to ensure inclusion and meaningful participation of persons affected by NTDs. Below each resource is a succinct description of its content for easier navigation.

Links and citations

Resources for :

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Strategies and insights on fostering inclusivity within governing bodies, committees, and boards overseeing NTD initiatives.

⊳ Charity Governance Code
https://www.charitygovernancecode.org/en

The charity governance code is a tool that is useful for helping charities develop high standards of governance.

⊳ Equality, Diversity and Inclusion Policy
https://www.ymca.co.uk/about/policies-and-procedures/equality-diversity-and-inclusion-policy

A YMCA policy document that provides guidelines for equality, diversity and inclusion through the initiatives outlined in the policy to ensure equal opportunities for all and support managers in building skills that ensure inclusion. This can serve as a guide for NTD organisations intending to ensure employment and retention of persons affected by NTDs.

⊳ Sun, N., & Amon, J. J. (2018). Addressing Inequity: Neglected Tropical Diseases and Human Rights. Health and human rights, 20(1), 11–25.
https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6039727/

This research article highlights how human rights mechanisms and approaches can accelerate the response to NTDs and promote accountability in universal healthcare structures. These rights-based interventions address inequity in access, stigma and discrimination, and patients' rights and non-discrimination.

➢Ashikali, T., Groeneveld, S., & Kuipers, B. (2020). The Role of Inclusive Leadership in Supporting an Inclusive Climate in Diverse Public Sector Teams. Review of Public Personnel Administration. https://doi.org/10.1177/0734371X19899722

This article describes the role of leadership in fostering inclusiveness. It highlights that diversity does not always imply inclusion and thus leadership must be inclusive for diverse teams to thrive.

➢Cabassi, J., & HIV, N. (2004). Renewing our voice: Code of good practice for NGOs responding to HIV/AIDS. Oxfam.
This code sets out several guiding principles (such as meaningful involvement of PLHA) which apply a human right approach to the range of HIV/AIDS-specific health, development and humanitarian work undertaken by NGOs responding to HIV/AIDS. It also includes organisational and programming principles providing guidance on how NGOs work and bets practice for undertaking programmes.

2

NTD programme management that prioritise inclusiveness and community engagement.

➢CBM Participation Toolbox: Homepage - Inclusive Participation Toolbox (cbm.org)

This toolkit advises on how to achieve participation in a sustainable way for persons with disabilities.

➢World Health Organization, & UNICEF. (2023). TDR strategy 2024–2029: building local research solutions to improve global health. https://apps.who.int/iris/bitstream/handle/10665/371092/9789240074781-eng.pdf

This document describes the training and research efforts towards tropical diseases in reports and in future plans towards improving global health. You may want to explore TDR's focus on equity and multisectoral engagement and one health approach.

> https://www.disabilityevidence.org/questions-evidence/how-can-we-promote-inclusion-people-disabilities-programme-design

This page provides recommendations for promoting the inclusion of people with disabilities in program design while highlighting possible challenges.

> Cornu, C., & Attawell, K. (2003). The Involvement of People Living with HIV/AIDS in Community-based Prevention, Care and Support Programs in Developing Countries. A Multi-country Diagnostic Study. Population Council, International HIV/AIDS Alliance.

Chapters 4, 5 and 6 explores meaningful involvement of persons leaving with HIV and AIDS (PLHA) in community-based-interventions. Chapter 7 provides recommendations to this effect.

> Coreil, J., Mayard, G., & Addiss, D. (2003). Support groups for women with lymphatic filariasis in Haiti (No. TDR/STR/SEB/RP/03.1)
> Findings from this resource offer lessons on the application of support group model to health issues around the world.

> World Health Organization. https://iris.who.int/bitstream/handle/10665/68339/TDR_STR_SEB_RP_03.1.pdf

This is a report about support groups for women with lymphatic filariasis in Haiti.

3

Policies and practices that ensure the inclusion of individuals with NTDs in the workforce and promote a diverse and inclusive workplace.

Equality Diversity and Inclusion policies of organizations especially those that champion the health/rights of marginalised groups of people including but not limited to persons affected by NTDs.

It focuses on indigenization of support groups and highlights how it can be applicable to other areas.

▷ Employment: Equity, diversity and inclusion https://www.ncvo.org.uk/help-and-guidance/running-a-charity/employing-managing-staff/essentials/employment-law/equity-diversity-inclusion/

This page provides essential guidance on equity, diversity, and inclusion especially towards supporting employees with disabilities.

▷ HR: Our Support Hub for Non-Profit, Public Sector and Charity Clients | TPP Recruitment

This page provides support for recruiters and briefly highlights neurodiversity in the workplace.

▷ Five actions you can take to foster inclusion https://www.cipd.org/uk/knowledge/guides/five-actions-fostering-inclusion/

This page outlines five actions that guide professionals to build inclusion in the workplace.

▷ 6 Steps for Building an Inclusive Workplace by Kathy Gurchlek 2018 https://www.shrm.org/topics-tools/news/hr-magazine/6-steps-building-inclusive-workplace

This resource provides strategies to enhance inclusion in the workplace.
Inclusive cultures toolkit https://raeng.org.uk/policy-and-resources/diversity-and-inclusion-research-and-resources/inclusive-cultures/inclusive-cultures-toolkit

4

Methods and guidelines for inclusive resource allocation (and fundraising strategies) that consider the needs and concerns of individuals with NTDs.

A hands-on toolkit offering guidance on the key activities necessary for establishing and sustaining inclusive cultures within organizations.

➢ What is resource allocation? Importance, benefits & optimisation
https://dayshape.com/what-is-resource-allocation-benefits-importance-methods/

This page highlights resources on inclusive resource allocation and management in the workspace.

➢ Fundraising with vulnerable persons policy
https://www.autismtogether.co.uk/wp-content/uploads/2020/07/VULNERABLE-PERSONS-POLICY.pdf

This policy document outlines support for fundraising for, or in aid of persons in vulnerable positions.

➢ Linos, K., Jakli, L., & Carlson, M. (2021). Fundraising for stigmatized groups: A text message donation experiment. American Political Science Review, 115(1), 14-30.
https://www.cambridge.org/core/journals/american-political-science-review/article/fundraising-for-stigmatized-groups-a-text-message-donation-experiment/0EF85906C9D9C31313CF2E9BBF6F56F3

This research paper describes the donation gap in fundraising for stigmatised groups and the effect of broader appeals in the growing era of nationalism.

➢ Sheehan, S. (2021). Moving towards dignity: Using inclusive and equitable fundraising language to dismantle philanthropy's White Savior narrative University of San Francisco]. San Francisco, CA.

.https://bpb-us-w2.wpmucdn.com/usfblogs.usfca.edu/dist/9/244/files/2021/05/sheehanstephanie_6195768_68182744_Sheehan-Stephanie-Capstone-Report-Spring-2021.pdf

This research paper recommends a more equitable and inclusive way for fundraisers to generate revenue for nonprofits.

5

Techniques and technologies that enhance accessibility in both physical and digital spaces, ensuring the participation of persons affected by NTDs, including but not limited to physical disabilities.

➢ Doukas, C., Metsis, V., Becker, E., Le, Z., Makedon, F., & Maglogiannis, I. (2011). Digital cities of the future: Extending@ home assistive technologies for the elderly and the disabled. Telematics and Informatics, 28(3), 176-190. https://www.sciencedirect.com/science/article/abs/pii/S073658531000050X

This paper proposes a framework that extends assistive technologies to special groups other than in their homes and highlights some challenges with providing assistive technologies.

6

Strategies to foster collaboration and partnerships that reflect the diverse voices and experiences of persons affected by NTDs in the external organizations or stakeholders you work with.

➢Ochola, E. A., Karanja, D. M., & Elliott, S. J. (2022). Local tips, global impact: community-driven measures as avenues of promoting inclusion in the control of neglected tropical diseases: a case study in Kenya. Infectious Diseases of Poverty, 1(04), 81-90.https://mednexus.org/doi/abs/10.1186/s40249-022-01011-w

This research paper depicts the need for the advancement of new participation practices through human agency, ensuring co-production of inclusive and sustainable NTDs interventions.

7

Effective communication strategies that promote inclusivity and representation in all forms of media and outreach.

8

Other links for consideration

> United Nations: Disability-Inclusive Communications Guidelines https://www.un.org/sites/un2.un.org/files/un_disability-inclusive_communication_guidelines.pdf

This is a guideline to inclusive communication that focuses on persons with disability.

> Inclusive Communication Guide for International Cooperation - Partos

This is a guide to ethical, inclusive, and equal communication, important elements to establish a more just world.

> Montgomery, B. L. (2018). Building and sustaining diverse functioning networks using social media and digital platforms to improve diversity and inclusivity. Frontiers in Digital Humanities, 5, 22.https://www.frontiersin.org/articles/10.3389/fdigh.2018.00022/full

This highlights the use of social media and digital platforms to promote equity, inclusion, and diversity, and cultivate social networks.

> Strengthening participation of people with disabilities in leadership roles in developing countries https://assets.publishing.service.gov.uk/media/5b18fd1440f0b634c0c590d7/Strengthening_participation_of_people_with_disabilities_in_leadership_roles.pdf

This resource provides strategies to boost participation of people with disabilities in roles of leadership in developing countries.

▷ DFID's Strategy for Disability Inclusive Development 2018–23
https://assets.publishing.service.gov.uk/media/5c04e97ded915d746f2e992a/Disability-Inclusion-Strategy.pdf

This resource was developed with input from persons with disabilities and demonstrates prioritised areas for greatest impact inclusive development of persons with disabilities.

▷ Inclusive Growth Decision-making Tool https://www.wmca.org.uk/media/3izov5z2/inclusive-growth-decision-making-toolkit.pdf

This resource enables you to determine the potential for inclusive growth your interventions may have.

Toolkit on Gender Inclusive Policy Development https://www.afi-global.org/publications/toolkit-on-gender-inclusive-policy-development/

▷ This toolkit will improve your understanding of relevant gender concepts and provide practical guidance on designing gender inclusive policy interventions.

Inclusive Growth Toolkit https://www.wmca.org.uk/what-we-do/inclusive-growth/toolkit/

This inclusive growth framework translates inclusive growth from an intellectual concept to reality, more practical actions.

▷ TOOLKIT – TAAP Inclusion https://www.taapinclusion.org/toolkit/

A toolbox created for professionals, institutions, and policymakers to facilitate the incorporation of social inclusion into ongoing projects across various sectors or to develop new projects with inclusion as a primary objective.

▷ Disability Inclusive Disaster Risk Reduction DIDRR: critical insights and best practices

This tool provides best practices for supporting people with disabilities in disaster risk reduction (DRR) and disaster risk management (DRM).

▷ Guidelines on best practice for persons living with deafblindness
Best practice guidelines on working with people living with deafblindness

This is an inclusive education tool that promotes disability inclusion and human rights.

▷ Community 2030 Narrative Community 2030 narrative

This resource provides tools to enable sustainable support systems for community inclusion of persons with disabilities.