

TERMS OF REFERENCE

Name	Consultant for tracking government allocation for youth development
Type of contract	Individual Consultant(s)/Firm
Assignment duration	23 days
Closing date for applications	29 January 2018 (5 pm)
Consultancy Period	5 February to 28 February

BACKGROUND

Under the pillar of Economic Justice and Resilience, Oxfam in Bangladesh is implementing the Empower Youth for Work (EYW) Project. It is a 5-year project being funded by IKEA Foundation and implemented in Bangladesh, Pakistan, Indonesia and Ethiopia. The overall aim of the EYW programme in Bangladesh is improved economic and social empowerment for young women and men living in rural climate-change affected areas.

The target group of the project consists of young women and men, community members, policy makers, government representatives and private sectors actors. The main target group is young women and men of aged 15-29 residing in rural climate vulnerable areas. An estimated 40% of the youth population in this age group is not in the labour force of the country. 74% of youth not in the labour force is female; these women are primarily engaged in unpaid household level care work. The geographic locations of the project are: Mithapukur upzilla under Rangpur district, Puthia upzilla under Rajshahi district, Botiaghata upzilla under Khulna district and Bakerganj upzilla under Barisal district.

The project aims to provide support to 67,000 direct beneficiaries, focusing on women from targeted townships and communities in Bangladesh to improve their economic and social resilience to climate extremes.

At the heart of the EYW Project is its influencing activities, which align directly with the programme's Theory of Change (TOC). In the interest of strengthening evidence-based influencing, EYW is committed to generating high quality data for cross learning, sharing and advocacy for replication by different stakeholders.

OVERALL OBJECTIVE OF THE STUDY

The aim of this research is to generate information and insight which can be incorporated into project planning and create enabling environment towards sustainable economic empowerment of young men and women.

SPECIFIC OBJECTIVES OF THE CONSULTANCY

The objective of the consultancy is to generate data on:

- The sequential process by which budget on youths' skill development is fixed and distributed at all tiers of the national and local government

- Amount of budget allocation for youths' skill development (gender segregated where possible) at all tiers of national and local government
- Trade-wise budget allocation for youth skills development (gender segregated where possible) by public training institutions
- Gap analysis of demand for skills and budgetary allocation
- Recommendations for bridging the gap

METHODOLOGY

The consultant will develop in detail the most appropriate methodology for undertaking the research to ensure high quality, practical and useful results as stated in this TOR. Data should be collected from both primary and secondary sources as needed. The consultant will also apply a gender responsive approach to all aspects of the work.

DELIVERABLES

The deliverables are:

1. 1 Inception report by 8 February 2018. The report should include:
 - Specific objectives and proposed research approach
 - Sampling strategy
 - Proposed analysis strategy, for synthesizing data
 - Workplan
 - Final agreed budget
2. 1 printed copy and soft copy of full report by 28 February
3. 1 policy brief (maximum of 2 page) with key findings, catchy statistics, messages/quotes, recommendation of the report

Report requirement:

- Abstract, Acknowledgement, table of content, acronyms, full report with gap analysis and recommendations.
- The key features of the report should focus on:
 - Planned total allocated budget for youth skill development as per 7th five year plan
 - Actual allocation for youth skill development comparing to the plan
 - Gender segregated budget allocation
 - List of Ministries/departments which has youth skill development budget
 - Amount of budget allocation for youths' skill development (gender segregated where possible) at all tiers of national and local government
 - Trade-wise budget allocation for youth skills development (gender segregated where possible) by public training institutions
 - Number of young women who took training in last five year and on which trade
 - The next 5 year skill demand in the economic zones (taking a2i report as base)
 - Gap analysis between the budget and skill demand

- Number of youth consultations done before budget proposal and the level of consultation (local/district/national)
- List of youth centric projects/programmes run by national government and the list of donors (if any)
- Concrete Recommendations
- Field data and detail transcripts of interviews and FGDs should be provided to Oxfam in an accessible digital format, at the end of the project
- Complete annotated list of all documents reviewed as secondary sources

TIME LINE

Total assignment will be completed within 23 working days from the date of contract signing.

EXPERTISE AND MINIMUM REQUIREMENTS OF THE CONSULTANT

Educational Qualifications:

Interested individual consultant/agency must hold:

- At least a Master’s degree in Public Policy, Statistics, Development Studies, Economics or any other relevant social science department.

Experience:

Interested individual consultants/agency must have

- At least 3-5 years’ experience in conducting policy research and analyzing data and developing research reports and policy brief in English.

APPLICATION PROCEDURE

Interested individual consultants must submit technical and financial proposal based on the terms of reference above clearly marked “Tracking Budget Allocation for Youths’ Skills Development”.

The technical proposal should include Expression of Interest, profile of the consultant including experience in handling similar assignments and a work-plan with budget.

The submissions must reach Oxfam office by 29 January by 5 pm. Late proposals will not be accepted in any circumstances and will not be assessed.

EVALUATION CRITERIA

The award of the contract shall be made to the consultant who has received the highest score out of pre-determined technical and financial criteria specific to the solicitation.

Area	Weight
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Understanding of ToR (objectives & research methodology)	50%
Experience	30%
Financial	20%

Only candidates obtaining a minimum of 60 points and above would be considered for the final evaluation.