

Terms of Reference

6014

Youth Resolve Project – WVL Youth Empowerment Consultancy

1.1. Beneficiary country

Lebanon

1.2. Contracting Authority

World Vision Lebanon (WVL) had been working in Lebanon to eradicate poverty since 1975, supporting sustainable development with a focus on health, education, economic development, peace-building and humanitarian relief activities. World Vision has worked across Lebanon and through long term development projects and began support to the Syria crisis in this area in May 2011.

In Lebanon, there are now an estimated 1.5 million Syrian refugees and more than half of them are children. These children have faced many challenges such as interrupted schooling, inadequate shelter, limited healthcare, food insecurity and severe protection concerns.

World Vision remains committed to supporting the Lebanese citizens, as well as Syrian and Palestinian refugees. To achieve this, WVL plans to implement programmes, invest in social cohesion, and intensify our work with local partners in the areas of: Water, Sanitation and Hygiene, Food Security, Basic Assistance and Livelihood, Child Protection, specifically in the areas of Child Labour and Violence against Children, and Early Childhood Care and Development.

1.3. Overall Objective

The overall objective of the project of which this contract will be a part is as follows:

The project seeks the services of a professional consultancy firm with substantial experience in working on youth empowerment projects as well as conducting needs assessments for community development projects.

The consultant shall support World Vision Lebanon (WVL) in implementing the local level advocacy component which is part of the two years Youth Resolve project funded by EU MADAD. The local level advocacy component is a youth empowerment project implemented in partnership with three different municipalities in order to establish and maintain three youth municipal councils to advocate for youth related matters and implement quick impact projects in their communities.

1.4. Project Background

World Vision's Beirut Area Development Programme that covers programming in Beirut and Mt. Lebanon has been actively working in 2016 and 2017 with municipalities to establish Youth Committees (YC) in three target areas of Cheyah, Jdeideh Bouchrieh el Sed and Sin el Fil. Each of the three youth committees were comprised of up to 15 Lebanese youth volunteer members (aged 18 to 25) who were supported to voice

out the needs and concerns of both Lebanese and Syrian children and youth in their communities. The YCs enhanced their understanding of youth's main needs and in designing community projects, which aim to address, identified gaps, and therefore targets both Lebanese and Syrians

Under the Youth Resolve, EU Funded project, WVL will establish new, or enhance the capacity of existing, Youth Committees (3 in total), including building their capacity in communication, project design and management, peacebuilding and conflict resolution. Youth will be equipped to take the initiative in making positive changes within their communities.

World Vision will work with the Youth Committees (YCs) on a range of peace building, leadership and civic engagement skills to lead consultations with the community, including refugee youth, to map needs based on a thorough qualitative and quantitative data collection and develop a plan to lobby and advocate local municipalities and other local actors to address youth concerns.

World Vision will support the YCs in planning and implementing community projects or initiatives under the theme of **public spaces and services** to enable these groups to play a leading role in the development of their communities, while also directing their attention towards the broader and larger needs that are in their communities such as those of Syrian refugees. In order to support the youth in identifying priority needs of their communities, World Vision will also support the trained YC members in conducting local-level advocacy at the municipality level. In doing so, the project aims at reinforcing among these formally developed bodies the responsibility and accountability.

1.5. SCOPE OF THE WORK

World Vision will rely on the consultancy firm to work closely with WVL project team in implementing the project over a two years period (March 2018 – August 2019) on the below main components:

1. Methodology and Design: to agree on the project methodology and design of all the phases, set expectation and agree on requirements and milestones.
2. Capacity Building component: to conduct youth capacity assessment for each group and deliver interactive and youth friendly full day training sessions or training camps on a range of topics that include but not limited to the below:

The training topics include but not limited to the following:

- Soft Skills (Communication Skills, Team Work, Conflict Resolution, Time Management, Public Speaking, Stress Management, Negotiation Skills, Leadership, Emotional Intelligence, Active Listening, etc.)
- Technical Skills (Project Design and Management, Fundraising, Community Mobilization, Strategic Thinking, Creative Problem Solving, Assessments and Evidence, Branding & Visibility, etc.)
- Active Citizenship (Duty Bearers and Right Holders, Accountability, Municipal Law, etc.)
- Democracy (Rights & Freedoms), Humanitarian Policies, Advocacy and Lobbying
- Peace building & Social Cohesion

3. Specialized technical coaching sessions or workshops in different project phases mainly the design, implementation and of a needs assessment, qualitative validation and interpretation and in the community initiative implementation).
4. Community Needs assessment (sampling, design of quantitative and qualitative tools, usage of creative youth friendly approaches, analysis of the collected data and submission of needs assessment report per each YC.)

1.5.1. Specific Deliverables

The consultant should submit an overall offer with a detailed pricing for each of the below deliverables.

Deliverable	Quantity	Comments
Training days	15 days	A total of 15 training days for all three Youth committees in the two years duration. Training will be delivered either as one day training per YC or via 2.5 days training camp per YC. WVL is responsible for identifying public or private venues for all youth meetings as well as covering any venue fees, transportation and accommodation of youth in cases of training camps, lunch and materials needed by the youth.
Coaching sessions (2.5 hours)	36 sessions	Each YC will benefit from 6 coaching sessions per year. In year 1, sessions should be mainly related to the needs assessment design, analysis, validation and interpretation. In year 2, sessions should be related to advocacy and community initiative implementation.
Quantitative Needs Assessment reports	3 reports	Consultant is responsible of submitting 3 full reports (one per YC) taking into consideration the methodology, design, tools and data collected. The tools and reports will be reviewed and approved by WVL Design, Monitoring & Evaluation team.
Workshops	3 days	Each YC will attend a one day interpretation workshop to interpret the findings of the needs assessment report, analyze and prioritize the needed intervention and agree on the next steps.
Preparation Days	Consultant to identify number of preparation days needs and the price per day.	Preparation days to include time needed by consultant to develop methodology, tools (capacity assessment, training plan), training materials and other needed preparation days.
Final Reports	3 reports	Consultant should submit a final report, one per each group for the whole duration of the project including milestones, achievements, methodology, risks and challenges, lessons learned and next steps. The reports will be reviewed and approved by WVL Design, Monitoring & Evaluation and Project team.

The consultant should state the VAT cost in a separate row.

WVL is seeking a partner for this project rather than a service provider and for that, applicants are encouraged to clearly identify any specific services, deliverables or tools that will be utilized in the project yet not charged.

1.6. Needed Qualification:

A qualified candidate for this consultancy should abide by the below requirements:

- Registered consultancy firm with more than 6 years' experience in local development projects with youth.
- Evidence for Local and Regional experience in youth development and active citizenship projects. Previous projects with municipalities is a plus.
- Previous experience with international nonprofit organizations is mandatory. The consultant should clearly submit with his application a contact person in each organization for reference check.
- Consultancy team should be comprised of experts in different fields with more than 10 years of experience of similar projects.
- Previous experience with World Vision Lebanon is preferable.
- Resources availability to fulfil all project requirements within the agreed time frame, noting that that same activities will be implemented in parallel in 3 different areas.
- Experience in engaging youth in research projects using creative and youth friendly methods.
- Extensively knowledgeable in municipality law and governance issues.
- Evidence in conducting, analyzing and documenting needs assessments. The consultant should submit a sample needs assessment report with his offer.
- Creative in delivering training and workshops.
- Excellent record of accomplishment for consultancy and coaching services.
- Availability to work with the youth groups at different times, mainly on weekends and in the afternoon.

Interested consultancy firms should send in their applications no later than 16.00 hours GMT on February 07, 2018 including a detailed Technical and Financial Bids

In case the Consultant is not registered with Ministry of Finance, a deduction of 7.5 % should always be considered.