



“Youth organisations Systems Strengthening Project”

TERMS OF REFERENCE.

Consultancy Services to lead Capacity Needs Assessment, Training and Mentorship for Youth Organisations

1 Introduction:

Uganda Youth Network (UYONET) is a leading national umbrella organization for youth in Uganda with a network of 157 youth organizations and partners working with young people across the country. **Our vision** is A Peaceful and Prosperous Society, led by an accountable governance system, and **Our mission** is to build, empower and sustain a vibrant youth movement that fosters sustainable economic development and champion's accountable governance.

UYONET is currently implementing the 2018- 2028 strategy that aims at building a stronger youth movement through strengthening youth formations, economic empowerment, leadership, policy, governance and rights but also youth learning. Over the years, UYONET has built and sustained partnerships with a cross section of non-state agencies, governments, extensive media partnerships and regional bodies, civil society and other sectors to advocate effectively on issues of youth concern.

Issue Statement:

Uganda has a vibrant civil society engaged both in advocacy, service delivery and development work. Although they operate relatively freely, space for Ugandan CSOs is narrowing particularly for those engaged in influencing and pushing for government attention to youth priorities particularly those articulated in the National Youth Manifesto including; participation, Education, Health care among others. Aside from the shrinking space for their work, CSOs face several capacity challenges, such as project and financial management capacity, and in some instances lack of transparency, and lack of common code of conduct.

Youth organizations face additional capacity (technical and financial) challenges and several continue to operate as loosely defined community based organizations even without basic local government level registration. Key core challenges identified in the recently conducted operation research on civil society strengthening include; limited capacity of the board members and management to undertake their respective mandates, limited capacity to develop strategic plans, inadequate polices for effective running of the organizations, limited capacity to generate and package evidence to inform discussions on youth priorities, failure to network and collaborate due to competition from a limited number of donors, limited knowledge and skills to write captivating and innovative proposal which limits their ability to mobilize resources¹ .

The proposed project aims at addressing the above mentioned challenges. The project envisions a country where youth Civil Society Organisations have strong leadership and systems to enable them represent and articulate youth priorities. The project will target youth-led and youth focused organisations targeting most vulnerable youth like girls and young women, as well as youth in rural poor and urban slum communities.

¹ Operation Research Civil Society Strengthening, June 2018, UYONET supported by PLAN

2. The project:

UYONET is implementing a one year (1) civil society strengthening project dubbed “Youth Organisations Systems strengthening project.” The goal of the project is to have vibrant youth civil society organizations with strengthened organization leadership able to represent and articulate youth priorities. The project envisions to realize three core outcomes; 1) Improved leadership and governance of youth CSOs as strong institutions that pursue the youth agenda, 2) Increased technical capacity of targeted youth CSOs to effectively mobilize, participate and influence actions to address youth priorities with a shared voice, and 3) Increased coordination, communication and joint efforts among youth organizations in monitoring service delivery and ensure government is transparent and accountable. The required consultancy services will support UYONET in achieving outcome one of this project.

To achieve the above, Uganda Youth Network in collaboration with the consultant will build the capacity of youth organisations through systems strengthening, training and mentorship. Capacity building will focus on internal systems strengthening for operational efficiency such that organizations are able to respond to youth needs and opportunities while promoting learning. Ongoing learning will inform continuous program quality improvement which will lead to creation of a network of institutions of professionals that respond to the various development inequality gaps among young people in Uganda. In order to guarantee that skills acquired are put into practice and sustained, continuous systems strengthening and improvement support to each organization will be offered. This will be done to ensure that capacity needs that are specific to each organization are addressed. This will involve continuous communication, visits and mentorship support in identified areas. Periodic reflection and learning forums will be convened to promote shared learning about promising practices, funding opportunities and avenues for collaboration.

3. Overall Purpose of the Consultancy:

The consultant will conduct a capacity needs assessment to critically analyze capacity gaps of UYONET member organizations, review existing training modules and tailor them to suit capacity development needs of organizations at different levels of growth, and conduct a tailored capacity building training for the selected youth organizations.

4. Scope of the assignment

UYONET intends to improve leadership and governance of youth CSO's as strong institutions that pursue the youth agenda. This consultancy will therefore focus on the following;

- i. The consultant is expected to conduct a capacity needs assessment of UYONET member organisations. Using findings from UYONET operation research on civil society strengthening, recent profiling of member organisations, and partner visits where required, the consultant will assess the capabilities of youth CSO's, and categorise them depending on their capacities and systems in place. The training and mentorship support will be tailored on the specific training needs per category.
- ii. The Consultant will develop tailored training modules to suit capacity development needs of organisations at different levels of growth. Key modules to be considered include; organization leadership and governance; monitoring, evaluation and learning; strategic planning, partnerships management, financial management, resource mobilization and organizational learning and development among others.
- iii. The consultant will deliver tailored Conduct tailored capacity building trainings for youth organisations. It is expected that at the end of training, organizations will have draft organization strategies, resource mobilization plans, and policies among other system components in place.

5. Consultancy Deliverables.

- i. Capacity assessment report including categorisation of the member organisations
- ii. Training modules
- iii. Training report
- iv. Mentorship support plan.

6. Duration and Timeframe for the Consultancy

The assignment is proposed to take five months including mentorship.

7. Management of the consultancy,

The consultant will work under the overall supervision of the UYONET Head of Programmes. UYONET will provide all necessary information and guidance as well as administrative and logistical support to the consultant in fulfilling the above tasks.

9. Required Expertise

The assignment will be undertaken by a local consultant/consultancy firm with the following skills, experiences and qualifications:

- A minimum of a bachelor's degree in management studies or related social science fields
- Excellent understanding of Civil Society strengthening, youth participation and accountability.
- Demonstrated experiences conducting capacity enhancement in organizational management and development.
- Proven track record of completing consultancy assignments with high-quality deliverables on schedule

10. Financial Projection

As full consideration for the services performed, UYONET shall pay the consultant a total **UGX 25,000,000** (Twenty Five Million Shillings only) as per the schedule below;

- 30% upon presentation of inception report and signing of the contract
- 50% upon presentation and approval of training modules and mentorship plan
- 20% upon presentation and approval of training report

Uganda Youth Network will meet all costs related to training including payment for the facilitators.

11. Expression of Interest

Interested and qualified persons/firms are expected to submit a technical and financial proposal to the Executive Director, Uganda Youth Network through jobs@uyonet.or.ug or hand deliver to UYONET offices; Plot 55A, Kimera Rd, Ntinda, Kampala before 5.00 pm on **12th February, 2019**.