



TERMS OF REFERENCE

Technical Support in developing the Kwa-Zulu Natal Department of Social Development's Exit Strategy for Beneficiaries of The Structured Skills Development Programmes

1) Background:

UNFPA is the United Nations reproductive health and rights agency that contributes to the expansion of possibilities for young people to lead healthy, productive lives so that they can reach their full potential. The KwaZulu-Natal Department of Social Development (KZN DSD) Youth Development Policy focuses on four strategic pillars: Skills Development, Youth Mobilisation, Capacity Development, and Economic Participation. The Economic Participation Strategic Pillar of the DSD Youth Development Policy states that the “The Department shall develop and implement effective strategies to create job opportunities that will address youth unemployment and limited participation of young people in the mainstream economy. Whilst the KZN DSD Youth Development Policy empowers the Department to direct specific focus to employment creation for unemployed youth, the Department currently has no policy instrument to achieve this. The Department has six youth centres and two youth development academies that provide structured (3-6 months) skills development programmes for vulnerable youth. Since the establishment of the youth centres and academies in 2012, more than 1000 young people have graduated from this programme with accredited short skills programmes in bricklaying, plumbing, electricity, carpentry, entrepreneurship, hospitality, and cleaning and hygiene. Whilst some of those that have graduated have been linked to sustainable opportunities, many remain at home with their certificates with no hope for the future. Hence the need for a sustainable strategy that will assist in creating employment opportunities for the young people that exit the skills development programme.

UNFPA in partnership with the KwaZulu-Natal Department of Social Development (KZN DSD) seeks the services of a service provider to develop an Exit Strategy for beneficiaries of the structured skills development programmes.

2) Scope of work:

The scope of work includes the following:

- Work in consultation with a technical working group appointed by the KZN Department of Social Development to develop an Exit Strategy for Beneficiaries Of The Structured Skills Development Programmes
- Undertake a literature review of relevant documents pertaining to this assignment
- Conduct a rapid evaluation of KZN DSD's Skills Development Programme.
- Establish an electronic KZN DSD Provincial Skills Development Database of beneficiaries who have completed the structured skills development initiatives
- Analyse KZN DSD's procurement spending with reference to youth empowerment, education skills development, infrastructure, construction, entrepreneurship, catering and cleaning services with a view of establishing exit strategy streams through enterprise development for youth entities/businesses
- Conduct interviews with key DSD Directorates to establish possible opportunities that can be linked to exit strategy streams
- Present the draft strategy to the appointed Technical Working Group, MANCO, EXCO and UNFPA
- Develop a communication package of the strategy for dissemination
- Produce a final KZN Social Development Exit Strategy for beneficiaries of the skills development programme for approval by UNFPA and KZN Department of Social Development

3) Key deliverables

- Inception report with detailed work plan, approved by partners
- Consultation with the Technical Working Group appointed by the Head of Department
- Draft Policy to be presented to MANCO, EXCO and UNFPA for comments and approval
- Final KZN DSD Exit Strategy for graduates from the skills development programme

4) Methodology

In response to the TOR, a proposal should be submitted with suitable methodology, tools and timelines for undertaking this assignment.

5) Assignment duration and management arrangement

The duration of this assignment 7 months starting from April 2022

6) Service provider eligibility

- Be an organisation with relevant experience in designing, developing, and evaluating of strategies for economic development and participation for the youth.
- Familiarity with government structures and/ or the UN system;
- Demonstrable experience in the development of strategic tools and documents based on SA's policy and legal environment
- Experience working with National, Provincial and Local governments.

7) Reporting

The organisation will administratively be under the overall supervision of the UNFPA but will also report to the KZN Department of Social Development.

Proposal evaluation criteria

Criteria	Weight
Technical approach, methodology, and level of understanding of the objectives and scope of the assignment	30
Profile of the institution/company and relevance to the project; professional experience of the staff that will be deployed to this assignment	40
Demonstrated understanding and experience on youth-related development matters and in developing appropriate economic policies and strategies in partnership with local, provincial and national governments.	30

8.) Cost of technical assistance and payment modalities

A maximum of five (5) page proposal with a work plan that includes a detailed and itemised budget should form part of the proposal. Proposals submitted without a detailed budget will not be considered.

The most competitive proposal and technical expertise which will be satisfying the requirements of UNFPA will be selected and awarded the contract. The proposal evaluation and the contract award will be undertaken according to UNFPA regulations.

Payment for services rendered shall be in tranches agreed upon between UNFPA and the successful service provider. These will be affected by predetermined milestones and systematic submissions of **accepted** deliverables within timelines agreed on between UNFPA and the service provider.

Proposal requirements

Interested services providers are invited to submit proposals to provide the above-mentioned services. The proposal should focus on showcasing the organisation's ability to provide the services outlined in the Scope of Work.

- a. Cover letter
- b. A proposal indicating a description of the proposed approach to the scope of work, work plan with timelines, and detailed budget (inclusive of VAT)
- c. Sample(s) of recent written work of a similar assignment.
- d. Detailed CVs indicating qualifications and relevant experience