Youth Engagement Assessment
Scope of Work

<table>
<thead>
<tr>
<th>Consultancy Title</th>
<th>Joint Emergency Operations (JEOP) Youth Engagement Assessment</th>
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<tbody>
<tr>
<td>RFP Number</td>
<td>11.24.12506</td>
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<tr>
<td>Location</td>
<td>Ethiopia</td>
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<tr>
<td>Contract Duration and LOE</td>
<td>January 15, 2024– March 3, 2024</td>
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<tr>
<td>Due date for clarifying questions</td>
<td>Friday, December 29, 2023 11:59 PM EST</td>
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<tr>
<td>Due date for full proposal</td>
<td>Friday, January 5, 2024 11:59 PM EST</td>
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<tr>
<td>Contact Person</td>
<td>Bryan A. James                                      <a href="mailto:Bryan.James@crs.org">Bryan.James@crs.org</a></td>
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I. Application Requirements
Applicants must submit the following:

1. **Technical Proposal**, which describes a summary of the approach that demonstrates qualifications in undertaking the Scope of Work. This summary should highlight how the applicant will complete the deliverables. (Document cannot exceed 3 pages single-spaced.)

2. **Financial Proposal**: Compensation rate per day, number of billable days anticipated, and total compensation.

3. **Resume/CV** and experience on the area of this work.

4. **Contact Information for three professional references**, with the following details about the references: (a) name, (b) position, (c) company, (d) phone number, (e) email address, and (f) city, state, and country.

II. Background
Catholic Relief Services (CRS) Ethiopia is an international development and humanitarian organization established in 1958. Since its establishment over 60 years ago, CRS field operations have been addressing the emergency needs of Ethiopia’s most vulnerable households and communities affected by natural and man-made disasters. The Catholic Relief Services (CRS)-led Joint Emergency Operation (JEOP) is a consortium emergency food assistance program targeting transitory food insecure households through a project participant targeting process led by the Government of Ethiopia (GoE) since 2012.

The consortium is led by Catholic Relief Services (CRS) and includes CARE Ethiopia, Food for the Hungry (FH), Organization for Rehabilitation and Development in Amhara (ORDA), Relief Society of Tigray (REST), and World Vision (WV). CRS works through its local church partners Hararghe and Meki Catholic Secretariat (HCS and MCS). JEOP serves as a food pipeline for up to 33% of the drought-affected woredas in five regions and one city administration (Dire Dawa) in Ethiopia, the current caseload is over 8 million individuals.
In Ethiopia, of the 102 million people, an estimated 30 million (63%) are aged 15-29. The number of people in this age group is projected to rise to 40 million by 2030. In Ethiopia, “youth... face unique challenges such as growing migration trends, lack of viable economic opportunities, and susceptibility to conflict” (USAID CDCS) and many studies have linked high rates of youth unemployment to political instability and conflict. Aligned to CRS Guiding Principles, option for the poor; In every economic, political and social decision, a weighted concern must be given to the needs of the poorest and most vulnerable. This relates to youth, as young person in humanitarian situations is among most vulnerable but still has the right to be heard; participate and engage on issues in their communities; and that as many young people are marginalized, they need evidence-based support to amplify their voices.

Affiliating to this, JEOP 2.0, on its first year has a plan to conduct a youth assessment to:

1. Assess the food security status of male and female youth (including young women, mothers, and youth with various disabilities),
2. Examine the role of youth in target areas (social position)
3. Look at ways JEOP can meaningfully engage youth throughout the distribution chain to promote stability.

This assessment will be collaboratively conducted with relevant stakeholders and local experts and may call on input from the Ministry of Peace, the Ministry of Youth and NDRMC. Youth will also be consulted in the assessment design and throughout the process, with an awareness that opportunities and engagement of youth may vary widely from location to location and for different youth categories.

III. Purpose
The assessment results will be used to:

1. Illuminate youth motivations and recommendations for meaningful engagement,
2. Create an enabling environment and increase youth agency in all phases of the program with the goal of improving and sustaining youth livelihoods outcomes.
3. Ensure that JEOP’s conflict-sensitive interventions and approaches align with youth expectations, making them more sustainable and successful (For example, promote youth involvement in disaster risk management (DRM) committees, risk education sessions, data collection or registration efforts, and in partners’ employment for distribution support positions)

IV. Activities
The consultant is expected to complete the following activities:

1. Identify information/data gaps to determine scope for participatory youth assessments.
2. In consultation with consortium partners and JEOP staff, develop mixed methodologies and tools (KIs, FGD questions, checklists, and questionnaire) for rapid participatory youth assessment.
3. Complete a desk study of internal (Review RFSA and JEOP 2.0) and external documents and identify potential entry points for youth engagement.
4. Lead the assessment and collect data, analyze, and provide recommendations based on the findings.
5. Develop a youth engagement implementation plan based on the results of the assessment.
V. Outputs
The consultant is expected to complete the following outputs:

1. The inception report will be submitted to CRS-JEOP with detailed methodology, time frame, tools and budget for rapid participatory assessment on the status of youth engagement in the context of JEOP.
2. Review secondary literature highlighting gaps and assessment needs.
3. The consultant will prepare and submit a draft report to CRS-JEOP. CRS-JEOP and partners will provide comments/feedback on the draft report.
4. Facilitate reflection event/Validation Workshop with partners on assessment report and action plans.
5. *The final report* should incorporate all comments, including comments from the, and should be submitted to CRS-JEOP as per the time agreed on the inception phase. The final report should include an executive summary, introduction, description of the methodology, findings, recommendations, and action plan. The length of the main report should not exceed 60 pages, with detailed supporting information contained in an annex(es), as appropriate.

VI. Deliverables and Deliverable Due Dates

<table>
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<tr>
<th>Payments (tied to value of each deliverable)</th>
<th>Related Deliverables (value of each deliverable, or set of deliverables, should be commensurate with the payment amount)</th>
<th>Invoice Timing (Payment to be processed in reasonable timeframe—net 30 days—following submission of invoice by consultant)</th>
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<tr>
<td>20%</td>
<td>Submission of Inception Report and Workplan</td>
<td>Upon submission of the stated deliverables – January, 2024</td>
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<tr>
<td>30%</td>
<td>Submission of Draft Report</td>
<td>Upon submission of the stated deliverables – February, 2024</td>
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<tr>
<td>30%</td>
<td>Submission of Final Report and Recommendations</td>
<td>Upon submission of the stated deliverables - March, 2024</td>
</tr>
<tr>
<td>20%</td>
<td>Submission and Approval of Final Report</td>
<td>Upon submission of the stated deliverables – March, 2024</td>
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VII. Qualifications
The consultant is expected to hold the following qualifications in order to be eligible for this position:

1. *Education:* Degree in or related discipline. MA, MSC or PHD
2. *Work Experience:* At least five years of experience in, development study, food security, international relation or youth studies

The following qualifications are preferred in order to be eligible for this position:
3. Demonstrated experience in international relations, youth studies and experience and familiarization in USAID assessments and reports

VIII. Q&A Opportunity
Prospective bidders may submit any clarification questions to Bryan A. James bryan.james@crs.org by Friday, December 29, 2023. Responses will be provided to any known prospective bidders by Wednesday, January 3, 2024. The solicitation name “11.24.12506 Youth Engagement Assessment” must be included in the subject line.

IX. Proposal Deadline
All proposals must be received by Bryan A. James bryan.james@crs.org no later than Friday, January 5, 2024 [11:59 PM EST for electronic submission]. The solicitation name “11.24.12506 Youth Engagement Assessment” must be included in the subject line.