

DRAFT TERMS OF REFERENCE

TECHNICAL ASSISTANCE FOR THE INSTITUTIONAL STRENGTHENING AND CAPACITY DEVELOPMENT TRAINING OF THE YOUTH ECONOMY AGENCY (YEA) PSYCHO-SOCIAL SUPPORT PROGRAMME

1. BACKGROUND

1.01 Saint Lucia, a Small Island Developing State is categorised among the High Human Development Countries. Saint Lucia was ranked 106 out of 185 countries with a Human Development Index (HDI) value of 0.715 trending downward from 0.746 in 2018. The inequality adjusted score for Saint Lucia in 2021 was 0.559, representing a 21% loss because of significant disparities in life expectancy, household income distribution and years of schooling. Saint Lucia's demographic features portray a significant demographic shift with a youthful population, high density population in the urban centers of Castries and Gros Islet and a burgeoning older persons' population. Saint Lucia has a relatively significant youthful population, with active participation in the MSME sector. The youth population of Saint Lucia is approximately 23% of the total population. Youth employment has particularly suffered from the lack of skills that are aligned with labor market needs.

1.02 The Youth Economy Project (the Project) provides 'a one stop solution' to grant and loan financing, and training, marketing support and mentorship to qualifying young persons between the ages of 15 and 35 years. The Project would need to be sufficiently differentiated from and complimentary to other already available programmes with similar mandates but will provide budding youth entrepreneurs access to financing, training, mentorship, and marketing support for the evolution of their skills and hobbies into sustainable businesses for economic benefit. The provision of concessionary financing to youth-led MSMEs supports entrepreneurship, the creation of employment, expanding the productive sector and positioning MSMEs to contribute to long term growth, resilience, and gender equality. The Youth Economy Agency (YEA) is the implementation agency tasked with Youth Economy Project which includes allowing a young person to obtain financing, training, mentorship and marketing support for an activity for either a proposed micro business enterprise or an existing micro business enterprise.

1.03 The Project offers a unique opportunity to create a new economy for the participation of youth based on technology, innovation, and entrepreneurship. The programme will provide access to capital financing in the form of loan and/or grant financing to 2916 female and male qualifying youth entrepreneurs. The Project will also provide training to 600 female and male young entrepreneurs in business development and planning, business management, marketing; and business mentoring and coaching for 120 male and female owned new enterprises. In addition, psycho-social support will be tailored according to the needs of each individual loan and grant recipient. Moreover, the project will strengthen the institutional capacity of YEA, including the development and strengthening of environmental, social and gender safeguards; monitoring and evaluation; grievance redress mechanism, inter-agency partnerships and networking.

1.04 The Youth Economy Project is a socially- inclusive and gender- responsive project that targets vulnerable groups irrespective of their sex, disabilities, geographical residence/location, religious and/or political affiliation. Project beneficiaries will be selected using a transparent and empirically verifiable methodology in the form of a well targeted and operational project criterion. The main risk is the inclusion and/or exclusion of vulnerable groups (such as ensuring geographical equity) from project benefits, which will be mitigated by the measures included in the project design, such as the communication strategy and stakeholder partnership and collaboration, to ensure these groups can have access to the project benefits. The

expected outcome of the Project is increased economic participation and engagement of the youth population between the ages of 15 and 35 in socially- inclusive, gender- responsive and environmentally- resilient business enterprises, contributing to the expansion of the MSME sector and Saint Lucia's overall economic development. The project components are as follows:

- (a) Capital Financing – this involves the provision of funding to youth enterprise beneficiaries in key economic sectors including agriculture, agro-processing, the blue economy, the green economy, the orange economy, designing, entertainment, modeling, music, sports, the literary and performing arts, writing and directing, training and technology. Loans and/or grants will be issued based on an assessment of the needs of each applicant. The project targets 450 male and female young persons with average loans of XCD15,000 each (maximum of XCD30,000); and grants to 2,916 male and female young persons, with average grants of XCD3,000 each (target maximum of XCD5,000 based on needs assessment. The loan portion will be disbursed at an interest rate of 3%.
- (b) Capacity- Building – includes costs relating to training for 600 male and female young persons in business development, planning and registration, business management, marketing; and business mentoring and coaching for 120 male and female young persons. As a condition of the youth enterprise loans, beneficiaries will receive a targeted training and technical support programme, customised to fit the needs of the individual enterprise or sector represented. In addition, psycho-social support will be tailored according to the needs of each individual loan and grant recipient. The individual and group training programmes will be primarily implemented by the YEA through the engagement of consultants. In addition, existing training programmes provided by the Generation of Employment through Private Sector Development Project (GEPSD), Small Business Development Center, Sir Arthur Lewis Community College and Monroe College will be utilised by YEA in building synergies and meaningful partnerships for the successful outcomes and benefits of the youth entrepreneurs.
- (c) Institutional Strengthening of the YEA, including the development and strengthening of environmental, social and gender safeguards; monitoring and evaluation; grievance redress mechanism, building resilience to climate related and other shocks, strengthening interagency partnerships and networking of the YEA through technical assistance services and facilitation of Board, management, and staff training. The Facility's main implementing Agency, *i.e.* MOF- through YEA - will engage trainers, consultants and other third-party stakeholders to implement the project's training and technical support component – related to achieving objectives 2 through 4 above.

2. OUTCOME

2.01 The broad outcome of the technical assistance is the enhanced institutional strengthening of the YEA operations to provide psychosocial support, mental well-being and referral services, and logistical support to trainees engaged under the youth economy project.

2.01 Specifically, this consultancy entails enhanced technical support to the YEA and implementation partners to:

- (a) integrate social and gender considerations to increase visibility, public education, awareness, and participation of the target population of the youth economy projects.
- (b) enhanced mental health support to trainees to better absorb training and life skills to achieve equitable and sustained socio-economic results, while mitigating the adverse impact on the poor and vulnerable youth cohorts
- (c) strengthen counselling, psycho-social support and gender sensitive confidential referral services system to trainees who are victims or survivors of gender-based violence, laying the foundation for stronger partnerships among social protection agencies to support the achievement of positive outcomes in the implementation of the project.
- (d) strengthen the capabilities of the potential youth entrepreneurs through the provision of Welfare/Wellness Checks, food support for home, transportation assistance and care for children and/or older persons at home during training, mentoring and coaching sessions, identifying and analysing the social and gender issues, needs, and gaps.

3. SCOPE OF ASSIGNMENT

- (a) Review relevant reports, plans, policies, programmes and conduct secondary analysis of relevant quantitative and qualitative information sources of the socio-cultural, economic and psychological profile of the youth population to support the development of evidence based assessment and evaluation toolkit, intake forms, literature (leaflets), public education and sensitisation training for psycho-social support to the youth economy projects.
- (b) Provide counselling, psycho-social support, and gender sensitive confidential referral services for a socially- inclusive and gender- responsive programme for the youth economy project that targets vulnerable participants irrespective of their sex, disabilities, geographical residence/location, religious and/or political affiliation.
- (c) Provide mental health support to male and female young persons during the training activities of the YEA, including business development, planning and registration, business management, marketing; and business mentoring and coaching activities and make recommendations for a socially- inclusive and gender- responsive approach that caters for the needs of the most vulnerable participants irrespective of their sex, disabilities, geographical residence/location, religious and/or political affiliation.
- (d) Provide ongoing, hands-on support, and appropriate technical support, inputs, and training to participants for the provision of welfare/wellness checks, food support for home, transportation assistance and care for children and/or older persons at home during training, mentoring and coaching sessions, with the application of social and gender safeguards, for the youth economy project.
- (e) Provide quarterly results-monitoring report on the psycho-social support programme, identifying and analysing issues, needs, gaps, adverse impacts, and mitigation measures, identifying and disseminating lessons learned through the implementation of the youth economy project.

3.02 The Firm shall be responsible for provision of psycho-social and mental health checks to the YEA Staff, Technical Consultants and youth participants, trainees, and youth economy projects, as necessary through a variety of formats including:

- (a) In-Person training
- (b) Virtual training
- (c) Public/Community Awareness and Education Campaigns
- (d) One on One consultations
- (e) Site Visits
- (f) Home Visits
- (g) Data Collection
- (h) Other singular or hybrid formats

4. QUALIFICATION AND EXPERIENCE

4.01 The following are distinct assets required for the firm:

- (a) Knowledge of the Caribbean social development context;
- (b) Experience working with/for multilateral agencies, Governments and NGOs;
- (c) Demonstrated experience in research on development issues affecting youth; and
- (d) Ability to communicate, lobby and advocate effectively via local, regional, and international medium on issues affecting marginalised and vulnerable populations.

4.02 A multi-disciplinary team with strong evaluation and assessment, analytical skills, advocacy, counselling practice and project management is required for the assignment. At a minimum the firm should have the following members in the team:

(a) **A Lead Counsellor/clinical psychologist having:**

- (i) Post-graduate degree in clinical psychology, social work, counselling ten years' experience in conducting psycho-social and mental health assessment, evaluation and counselling services to the youth population, including gender based violence victims in the Caribbean region.
- (ii) Knowledge of the socio-cultural, economic and development issues affecting the differential life outcomes for youth based on (a) intersecting and overlapping identities and social categorisations such as gender, disability status, place of residence and ethnicity; and (b) the dynamic interplay of individual and environmental factors, such as attitude, support systems, social and cultural norms and policy would be an asset.

(b) **A Social Worker having:**

- (i) Bachelor's degree in social work, sociology, gender and development studies, eight years' experience in conducting gender analysis, and qualitative and quantitative research including experience in intense advocacy and lobbying for legislative reform and gender-based violence awareness and improved service delivery; and

- (ii) Knowledge of the socio-cultural, economic and development issues affecting the differential life outcomes for youth based on (a) intersecting and overlapping identities and social categorisations such as gender, disability status, place of residence and ethnicity; and (b) the dynamic interplay of individual and environmental factors, such as attitude, support systems, social and cultural norms and policy would be an asset.

(c) **A Community/Field Worker:**

- (i) Bachelor's degree in social work, sociology, gender and development studies.
- (ii) Ten years of community development experience.
- (iii) Eight years' experience in Project management experience by implementation of various programs to address and support gender-based violence support services, public education, and awareness, and preparation of project reports and budgets,

5. DURATION OF CONTRACT

5.01 The duration of the assignment is eighteen (18)-consecutive month period. The Firm should be able to assume duties by March 2025.

6. REPORTING REQUIREMENTS

6.01 The consultant will be required to provide the following:

- (a) An Inception Report detailing the socio-cultural, economic and psychological profile of the youth population to support the development of evidence-based assessment and evaluation toolkit, intake forms, literature (leaflets), public education and sensitisation training for psycho-social support to the youth economy projects. as outlined in 3 (a), (c) and (i) above.
- (b) Gender-Responsive and socially inclusive proposal detailing the methodology and results monitoring framework and Quarterly Reports for providing counselling, psycho-social support, and gender sensitive confidential referral services to the youth economy project that targets vulnerable participants irrespective of their sex, disabilities, geographical residence/location, religious and/or political affiliation. commencing twelve (12) weeks after commencement of the assignment as outlined in 3 (b), (d), (e), (f) and (g) above.
- (c) Development Key Stakeholders' Engagement Plan and Coordination Matrix outlining the critical psycho-social and mental health support services, referral systems, agencies and programmes among public, private and civil society organisations, to enhance synergies, coordination, efficiency and effectiveness and to support the achievement of positive outcomes, outputs, targets of the youth economy project within eighteen(18) weeks of commencement of the assignment as outlined in 3 (c) and (h) above.
- (d) Quarterly Progress Reports indicating milestones achieved for the overall consultancy. The consultant should make bi-annually presentation of the summary of the progress achieved of the overall consultancy to representatives of CDB Project Supervision Team and in the

final quarter of that 18-month period, as part of the ongoing efforts to strengthen its knowledge of the economic, social, and environmental landscape of psycho-social and mental health needs of youth in Saint Lucia.

- (e) Prepare public education and sensitisation briefs and project expenditure analyses for evidence-based decision- making on the psycho-social issues, needs, gaps, impacts, and lessons learnt in the implementation of the psycho-social support programme of the youth economy project.