

GLOBAL PRICE SPECIFIC TERMS OF REFERENCE

PART A

1 BACKGROUND INFORMATION

1.1. Context

Ghana has an estimated population of over 33 million, with an annual population growth of 1.9%¹. Like many Sub-Saharan countries, Ghana has a young age structure, with approximately 57% of the population under the age of 25. Ghana's population age structure is transitioning from one dominated by children (0-14 years) to one dominated by young people (15-35 years). Youth account for 38% of the population, they live more in urban locations (60%) than rural areas (40%)².

The Youth Development Index³ assesses Ghana with a medium level of youth development, ranking the country 131 out of 180. However, Ghanaian youth face several constraints in equally access to quality education and TVET training, to employment opportunities and decent jobs, as well as in participating in policy dialogue and in engaging meaningfully in decision-making processes.

After two decades of GDP growth above 5%, Ghana is now a lower middle-income country, where poverty rates have decreased by half. However, this economic growth has not been fully inclusive and has led to increased inequality. While unemployment in Ghana is 13.4%, the unemployment amongst youth is much higher: 19.7% of the population 15-35 years is unemployed and 32.8% for the age group 15-24 years². Young people are more educated than their elders, but also more likely to be unemployed. They are also experiences high level of under-employment and poor labour conditions, as well as significant gender inequalities in employment outcomes⁴.

Management of the economy and unemployment are the topmost problems that Ghanaian youth want their government to address, followed by infrastructure/roads and education. Despite high level of dissatisfaction, young citizens are less likely than their elders to engage in political and civic activities⁵. Youth participation in governance is limited, due to several factors including socio-cultural attitudes, lack of opportunities to build leadership competencies and politicisation of youth engagement⁶. In 2020 election, the percentage of young parliamentarians (aged 21-35) elected was below 5%, compared to 55% of the voter population aged 18-35 years old⁶. Civic engagement disproportionally excludes young women and rural youth. Moreover, youth engagement initiatives are often realised ad-hoc and in a tokenistic manner, undermining the possibility of a meaningful and inclusive participation⁴.

Despite the challenges Ghanaian youth are facing, the demographic dividend provides the country with enormous potential to drive a positive change. The European Union recognises the potential of young people as essentials drivers of change, especially in communities with limited resources and investments. The EU in Ghana seeks to empower and equip young people with necessary skills and resources to address the challenges faced their communities and the country as a whole, in particular through greater employment and education opportunities, and inclusion in decision-making processes.

¹ The World Bank (2022) <https://data.worldbank.org/country/GH>

² Ghana Statistical Service. Ghana 2021 Population and Housing Census

³ Global Youth Development Index Report, Commonwealth 2020

⁴ Generation Unlimited Ghana: Ghana country assessment of the youth ecosystem (August 2022, UNICEF Ghana)

⁵ Youth priorities in Ghana: Economy and employment take centre stage (August 2023, Afrobarometer)

⁶ Policy brief - Youth participation in democracy, election and peace: the Ghanaian context (October 2023, Youth Bridge Foundation)

1.2. Overview of youth policy framework in Ghana

The National Youth Authority (NYA), under the Ministry of Youth and Sports, is the primary governmental agency mandated with driving youth development. The NYA, established since 1974, is currently regulated by the National Youth Authority Act (2016). The NYA has developed a National Youth Policy and Implementation Plan (2022-2023) that encompasses six main thematic areas: economic empowerment and financial inclusion; health and well-being; training and development; youth participation and governance; institutional framework for youth development in Ghana; crosscutting issues and youth development mainstreaming. The NYA is implementing some initiatives to enhance the participation of the youth in governance such as the formation of District Youth Parliaments.

Recently in 2024, the NYA started the development of a National Action Plan on Youth Peace and Security, in collaboration with the Kofi Annan International Peacekeeping Training Centre, as a first step in the implementation of the UN Security Council Resolution 2250. A multi-stakeholder working group is in place to support the implementation and the monitoring of the initiative. The EU Delegation to Ghana collaborates to the initiative as a member of the working group and especially by supporting the youth consultation process.

Other two relevant institutions operating in the youth environment are the National Commission for Civic Education (NCCE) and the Youth Employment Agency. The National Commission for Civic Education is an independent, non-partisan governance institution that promotes civic education targeting especially youth. The Youth Employment Agency is a governmental agency with the mandate to provide jobs and create employment opportunities for the youth of Ghana.

1.3. EU policies on youth

The European Union's framework for youth policy cooperation is the EU Youth Strategy⁷ (2019-2027). It encourages youth participation in democratic life; supports social and civic engagement and aims to ensure that all young people have the necessary resources to take part in society. While the strategy is focused on engaging, connecting and empowering European youths, the first-ever Youth Action Plan in EU external action adopted in the last quarter of 2022 provides the framework for a common EU approach to youth empowerment and engagement globally. It aids coherence in the implementation of new EU political priorities and is aligned with the EU Youth Strategy, the Communication on the Strategy for the Rights of the Child, the EU Action Plan on Human Rights and Democracy, the EU Gender Equality Strategy and specifically the EU Gender Action Plan III in external action.

Through the Youth Action Plan (YAP)⁸, the EU aims to address some of the challenges young people face globally. These challenges include inequalities, inadequate access to quality education and decent employment opportunities, climate change, conflict and instability, sexual and reproductive health rights, and shrinking democratic and civic spaces. The YAP promotes engagement of young people as strategic partners, supporting their empowerment and harnessing the demographic dividend, to build more resilient and inclusive societies and make progress towards global commitments such as the United Nations Sustainable Development Goals (SDGs) of the 2030 Agenda and the Paris Climate Agreement. Like the EU Youth Strategy, the core areas of action of the YAP are to engage, empower and connect young people globally. These are stated in the YAP as:

- Partnership to engage: increasing young people's voices in policy and decision-making, including in EU processes – flagship: Women and Youth in Democracy Initiative

⁷ https://youth.europa.eu/strategy_en#:~:text=The%20EU%20Youth%20Strategy%20focuses,European%20Youth%20Goals%20were%20developed.

⁸ https://international-partnerships.ec.europa.eu/policies/youth/youth-action-plan_en

- Partnership to empower: fighting inequalities and providing young people with the skills and tools they need to thrive – flagship: Youth Empowerment Fund
- Partnership to connect: fostering opportunities for young people to network and exchange with their peers worldwide – flagship: Africa-Europe Youth Academy

1.4. Implementation of the EU Youth Action Plan in Ghana

The EU Delegation to Ghana translated the EU youth policies and priorities into [the EU Ghana Youth Strategy and Action Plan \(2021-2027\)](#). In alignment with the EU Youth Action Plan and the National Youth Policy, the EU Delegation aims to contribute to the development of a new skilled and empowered generation of young leaders and entrepreneurs in Ghana who will help promote socio-economic development and drive positive change across the country.

The EU Ghana Youth Strategy and Action Plan encompasses four main specific objectives:

- 1) Dialogue: to create safe spaces for youth to engage in meaningful debates on issues affecting their communities and the country as a whole. This includes the establishment of a Youth Sounding Board and the realization of Youth Engagement initiatives and consultations.
- 2) Action: to provide Civil Society Organisations with the necessary skills and resources to implement projects and activities supporting youth inclusion and employment.
- 3) Study & Jobs: to provide youth with opportunities to pursue quality education and have access to employment, including scholarships, training and support to young entrepreneurs.
- 4) Young Leaders: to empower young Ghanaians to be responsible and engaged citizens and exert their influence in the policy making and decision making process in Ghana; to promote positive values on key policies issues, including democratic governance, human rights, environmental protection and climate change.

As a step towards the implementation of the EU Ghana Youth Strategy and Action Plan, the EU Delegation organised a nationwide youth consultation. The *Youth Engagement Initiative* has involved 148 youth and 66 youth organisations during four workshops realized between September and November 2023. The initiative fostered youth participation by promoting the inclusion of the point of view of young people in the policy dialogue on EU–Ghana partnership. It also contributed to strengthen the EU’s partnership with Ghanaians young people and to raise their awareness on EU policies and actions.

Already more than 440 Ghanaian students have benefited of an *Erasmus+* scholarship and mobility scheme in a European University. Moreover, as part of the EU-Ghana Joint Programming (2021-2027), the *EU-Ghana Pact for Skills* is a comprehensive programme to boost decent employment for all with a special focus on digital and green sectors. It seeks to increase youth employment through reducing the persistent mismatch between the skills offered by training providers and the requirements of the private sector and improving employment services for an easier access to the job market.

In addition, within the WYDE Programme – the YAP flagship under the ENGAGE pillar – Ghana has played a key role with the government being part of the Youth Democracy Cohort of the Summit for Democracy and two organisations – NCCE and Young Leadership Parliament – currently being WYDE grantees. NCCE’s project aims at empower beneficiaries (members of school civic clubs in deprived communities in the Greater Accra Region, youth at risk to become targets for recruitment by political parties used to carry out elections-related violence, women) with the knowledge, skills and motivation to actively engage in the political process and exercise their democratic rights and responsibilities effectively. YLP’s project objective is to leverage digital tools and technology to enhance political engagement and activism among young people, by developing and testing and innovative App.

1.5. Other youth advisory structures

With the YAP, the EU commits to enhance institutional youth engagement and to promote young people's involvement in the design, implementation and monitoring of EU external policies and actions.

Youth Advisory Structures, such as the Youth Sounding Board, are a novelty within the EU external action to contribute to the institutional youth engagement. Its activities complement and strengthen the work the EU is already supporting through various projects that have youth inclusion and empowerment as a crosscutting theme.

The Youth Sounding Board for International Partnerships – established in 2021 and currently in his second cohort - advises the Commissioner and DG INTPA on youth participation and empowerment in EU external action. A young Ghanaian is part of the current board.

Other multilateral organizations as well as EU Member States also have similar advisory structures in some countries to improve their engagement with youths. In Ghana, for example, UNDP launched a Youth Sounding Board in August 2023.

Like Ghana, other EUDs have launched Youth Sounding Boards or Youth Advisory Structures to improve youth participation and enhance youth inclusion in the interventions delivered by the different EUDs. In Africa YSB are in place in: Nigeria, Senegal, Ethiopia, Zimbabwe, DRC, Madagascar, Burundi, Malawi, Eswatini, Mozambique, Namibia, Uganda, Cote d'Ivoire and Mauritius.

2 OBJECTIVE, PURPOSE AND EXPECTED RESULTS

➤ Global objective

To support youth engagement and youth inclusion in the programmes and policies of the EU Delegation to Ghana through the set-up of and engagement with the Youth Sounding Board (YSB) and enhance the participation of young Ghanaians in decision-making and policy-making in a meaningful and inclusive way.

➤ Specific objective(s)⁹

Specific Objective 1:

(SO1) To coordinate and assist the EUD in mapping the youth ecosystem in Ghana and setting up of the YSB– including shadowing processes between first and second cohorts.

Specific Objective 2:

(SO2) To provide technical, administrative and communication support to the YSB to efficiently and effectively implement its role and fulfil its mandate. All YSB actions should promote the values and objectives of the European Commission and contribute to the Global Gateway strategy and its thematic areas with a Team Europe approach.

Specific objective 3:

⁹ The global and specific objectives shall clarify that all EU funded actions must promote the cross-cutting objectives of the EC: environment and climate change, human rights-based approach, inclusion of persons with disability, indigenous peoples and gender equality.

(SO3) To provide technical, administrative and communication support to the EUD in carrying out youth consultations and engagement initiatives, for example on Youth, Peace and Security (YPS) contributing to the development and implementation of the National Action Plan on YPS.

- Requested services, including suggested methodology¹⁰

Requested services (SO1):

- S1.1: Mapping of the youth ecosystem in Ghana. The **mapping** should include a list and assessment of the most structured/popular/influential youth-led and youth-focused organizations and the state of play of major youth engagement and empowerment initiatives by other stakeholders (International organisations, EU MSs, other countries and donors, major NGOs).
- S1.2: Assist the EUD in drafting the Ghana **YSB Roadmap** by ensuring the involvement of the key actors (internally and externally) in the design process. The YSB Roadmap includes (non-exhaustive list): the YSB Terms of Reference, the recommended guidelines, frameworks and templates for a competitive, inclusive and open process selection process, an indicative annual work plan, the proposed methodology to facilitate exchanges and consultations between EUD and the YSB.
- S1.3: Support the drafting and the promotion of the **call for application** of the first and the second cohort of YSB members. The call shall be promoted as widely as possible on multiple channels and through various networks to ensure broad dissemination.
- S1.4: Coordinate and facilitate the 1st and the 2nd **YSB selection process**, including (non-exhaustive list) development of templates and selection grid, screening of applications, interviews, feedback to candidates.
- S1.5: Establish the **1st Board** by February 2025 and the **2nd Board** by February 2027 and organize a launch event.
- S1.6: Develop a **handover plan** and support the shadowing process and knowledge transfer between the 1st YSB and the 2nd YSB.

Requested services (SO2):

- S2.1: Develop a YSB Induction Manual and facilitate the conducting of a comprehensive **induction workshop** for the 1st and the 2nd YSB, including a training session on the EU and its development cooperation with a particular focus on Ghana and the region.
- S2.2: Organize and deliver of **demand driven training/capacity building** sessions for the YSB, mostly soft skills. Topics, format and specific duration to be agreed in consultation with YSB members. At least one module will contribute to increase YSB member capacity for **advocacy** in order to achieve a greater voice and role for youth in governance and civic affairs and implement youth-led solutions for community development.
- S2.3: Support the YSB to organize regular **physical and online meetings**. This shall include also support for connecting with other YSBs, also in coordination with DG INTPA and other EUDs.
- S2.4: Support the YSB to develop its **annual work-plan** through consultations and/or meetings and to develop a mechanism for **monitoring** its implementation and evaluating

¹⁰ Contractors should describe how the action will contribute to the cross-cutting issues mentioned above and notably to the gender equality and the empowerment of women. This will include the communication action messages, materials and management structures. Indicate if the presence of a member of the Management Team or of the quality support team is required as expert for the specific contract.

the impact of YSB initiatives, ensuring challenges are identified early and addressed, and work plans deliverables are on track.

- S2.5: Through consultations with EUD staff and YSB members, set up a **methodology** for facilitating exchanges and consultations between the EUD and the YSB in order to ensure their inputs are taken into account in current and future EU activities.
- S2.6: Support the YSB to develop and implement an **outreach strategy** for engaging with their constituencies, other Ghanaian actors and international stakeholders physically and virtually.
- S2.7: Create a **communication strategy** (including public events, social media) in order to coordinate the communication and visibility activities of the YSB in full alignment with the EUD Ghana Communication Strategy, including the production of a short video annually.
- S2.8: Coordinate and manage the **logistics and administration** of the YSB, including physical meetings, trainings sessions and events (venue rental, catering services, trips where needed, communications services), virtual meetings/training session (data bundles, tablets/phones when needed), communication and visibility materials (corporate wear such as t-shirts, caps, folders, bags, stationary; photo and video production), implementation of the YSB annual work-plan (organization of events and outreach activities, participation to national/regional events, etc.).

Requested services (SO3):

- S3.1: Support the organization at technical, administrative, logistical and communication level of at least 6 youth engagement **workshops**, for example **on Youth, Peace and Security** (YPS) at national and local level (including Upper East and Upper West Regions).

➤ **Required Outputs**

Outputs (O1) contributing to specific objective 1 (SO1):

- O1.1: Mapping report of the youth ecosystem in Ghana (state of play of youth led and youth focus organizations in Ghana and of major youth engagement and empowerment initiatives by other stakeholders), completed to the full satisfaction of the EU and relevant stakeholders.
- O1.2: A Ghana YSB Roadmap drafted in consultations with relevant stakeholders.
- O1.3: A selection package including all relevant documents for the application and selection of the YSB and shortlist of applicants for the 1st and the 2nd YSB that is gender-balanced, inclusive and diverse (gender, age, ethnic and cultural background, professional position, life situation, disability status and sexual orientation) provided.
- O1.4: A first event to launch the 1st YSB and a second event to launch the 2nd YSB and to farewell the 1st Board.
- O1.5: Handover plan between the 1st and the 2nd YSB, including notes from the 1st board.

Outputs (O2) contributing to specific objective 2 (SO2):

- O2.1: An induction workshop per Board delivered.
- O2.2: Annual plan for demand driven trainings and capacity building activities drafted and at least 30 hours of training/capacity building sessions per year and for each YSB member provided.
- O2.3: At least two physical general meetings, two virtual general meetings and at least four virtual sub-group meetings annually facilitated.
- O2.4: Three annual work-plan and budget developed, implemented and monitored.

- O2.5: An agreed methodology between the YSB and sections within the EUD in place and exchanges and consultations between the EUD and the YSB boosted.
- O2.6: An outreach strategy for engagement between the YSB, their constituencies, other Ghanaian actors and international stakeholders developed and implemented.
- O2.7: A concrete communication strategy developed and implemented.
- O2.8: Logistics and administration coordinated and managed.

Outputs (O3) contributing to specific objective 3 (SO3):

- O3.1: At least 300 youth engaged in the development or the implementation of the National Action Plan on Youth, Peace and Security, taking into account inclusiveness of gender, age, cultural and geographical backgrounds.

3 LOGISTICS AND TIMING

The following table presents an indicative chronogram for the delivery of the expected outputs.

Outputs	Semester 1	S 2	S 3	S 4	S 5	S 6	S 7
O1.1	X						
O1.2	X						
O1.3	X				X		
O1.4	X				X		
O1.5					X		
O2.1	X				X		
O2.2	X	X	X	X	X	X	X
O2.3	X	X	X	X	X	X	X
O2.4		X	X	X	X	X	X
O2.5	X	X	X	X	X	X	X
O2.6		X	X	X	X	X	X
O2.7	X	X	X	X	X	X	X
O2.8	X	X	X	X	X	X	X
O3.1	X						

Please refer **also** to Part B of the Terms of Reference.

4 REQUIREMENTS

Please refer **also** to Part B of the Terms of Reference.

5 REPORTS/DELIVERABLES

Title	Content	Language	Submission timing or deadline
Inception Report	YSB Roadmap, analysis of existing situation and work plan for the project. (Max 8 pages main text, excluded annexes)	English	45 days from start date

Mapping Report youth organizations ecosystem and youth engagement initiatives	Assessment of the state of play of youth led and youth focus organizations in Ghana (methodology, findings, lists) and of major youth engagement and empowerment initiatives by other stakeholders.	English	3 months form start date
Progress Reports	Short description of progress (technical and financial) including results achieved and activities implemented, problems encountered, planned work for the next 6 months, updated M&E framework showing targets achieved. (Max 12 pages main text, excluded annexes)	English	No later than 1 month after the end of each 6-month implementation period.
Draft Final Report	Short description of achievements for all projects results, including problems encountered and recommendations. A 2-pages snapshot of the main results achieved. (Max 24 pages main text, excluded annexes)	English	No later than 1 month after the project end.
Final Report	Same specifications as of the Draft Final Report, incorporating any comments received from the concerned parties on the draft report. A final invoice and the financial report. (Max 24 pages main text, excluded annexes)	English	Within 45 days after the project end.

6 MONITORING AND EVALUATION

➤ Definition of performance and quality indicators

The Delegation expects to be in regular contact with the selected team of experts in order to monitor the execution of the assignment. Indicatively, remotely monthly meetings will be organised.

The Contractor shall develop monitoring indicators, which shall be refined during the inception period or revised in line with development of new work plans.

Some tentative indicators are provided below:

- Availability of a shortlist of applicants for the 1st and the 2nd YSB;
- Timely establishment of the 1st and the 2nd YSB;
- Number of annual work-plans and budgets produced;
- Number of activities implemented from the annual work-plan;
- Input submitted by YSB incorporated into EU policies and projects;

- Status of coordination and engagement between EUD Cooperation Sections and YSB;
- Number of youths outside the YSB platform engaged by the YSB through collaborative actions with other youth platforms and government institutions;
- Number of youth organization mapped and assessed;
- Number of YSB members reporting improved understanding on key capacity building areas;
- Number of youth engaged in the development or implementation of the National Action Plan on Youth, Peace and Security;
- Status of YSB visibility.

7 PRACTICAL INFORMATION

Please address any request for clarification and other communication to the following address:
delegation-ghana-cris-fwc-offers@eeas.europa.eu

8 ANNEXES

Not applicable

Part B

1. Benefitting Zone

Ghana

2. Specific Contracting Authority

Delegation of the European Union to Ghana

3. Specific contract language

English

LOCATION AND DURATION

4. Location

Normal place of performance of the specific assignment: Accra (Ghana).

Mission(s) outside the normal place of posting are related to the mapping and assessemnet of youth led organizations and the organization and conduction of workshops on Youth, Peace and Security.

5. Start date and period of implementation

The indicative start date is 26/08/2024 and the period of implementation of the specific contract will be 1217 days (40 months) from this date (indicative end date: 26/12/2027).

REQUIREMENTS

6. Expertise

Option 2: – Minimum requirements for the team of experts as a whole are defined

The minimum requirements covered by the team of experts as a whole are detailed below:

- The team will be composed of a minimum of one Senior Expert (category II) and one Junior Expert (category III).
- It is highly desirable that the expert team combines experience in the following fields:
 - a) Managing EU funded projects: planning, reporting, M&E, C&V, finance and administration;
 - b) Youth empowerment, participation, inclusion and networking;
 - c) Assessment and capacity building of Civil Society Organizations, notably youth led organizations;
 - d) Communication: excellent writing skills and knowledge of English; skills in communication and visibility strategies; experience in relations with the media and in maximising the use of social media;
 - e) Event organisation (seminars, workshops, training sessions, etc.)
- At least one expert working in direct contact with the YSB should have extensive experience in and knowledge of the Ghanaian context and having previous working on youth participation and engagement issues in Ghana.

Incidental expenditure

Not applicable.

7. Lump sums

Not applicable.

8. Expenditure verification

Not applicable.

9. Other details

Not applicable.
