



TERMS OF REFERENCE FOR INDIVIDUAL NATIONAL CONSULTANTS

GENERAL INFORMATION

Title	Training of Trainers (ToT) on Youth Entrepreneurship and Innovation Development in Djibouti and South Sudan.
Location	Djibouti and Juba (South Sudan)
Type of Consultant	National (individual); South Sudan and Djibouti respectively
Duration (working days)	28 days for each country.

1. BACKGROUND

The Intergovernmental Authority on Development (IGAD) in Eastern Africa was created in 1996 to supersede the Intergovernmental Authority on Drought and Development (IGADD) which was founded in 1986 to mitigate the effects of the recurring severe droughts and other natural disasters that resulted in widespread famine, ecological degradation and economic hardship in the region.

With the new emerging political and socio-economic challenges, the assembly of Heads of State and Government, meeting in Addis Ababa in April 1995, resolved to revitalize IGADD and expand areas of cooperation among Member States. The new and revitalized IGAD was launched during the 5th Summit of the IGAD Assembly of Heads of State and Government held on 25th-26th November 1996 in Djibouti. The Summit endorsed the decision to enhance regional cooperation in three priority areas namely; food security and environmental protection, economic cooperation, regional integration and social development peace and security.

IGAD's work is executed through different divisions and specialized institutions that are assigned respective mandates. This includes the IGAD Centre for Pastoral Areas and Livestock Development (ICPALD) which is mandated with complementing efforts of IGAD member states to sustainably generate wealth and employment through livestock and complementary livelihood resources development in arid and semi-arid areas of the IGAD region. ICPALD interventions are organized into three areas namely; (i) Livestock development (ii) Drylands development through drylands agriculture and alternative livelihoods and (iii) Socio-economic policy and marketing.

Please visit www.igad.int for more information about the history of IGAD, its member states, areas of work through the different divisions and specialized institutions.

1.1. ENTREPRENEURSHIP AND INNOVATION DEVELOPMENT FOR FRAGILITY REDUCTION (EIDFR) PROJECT

IGAD region has a population of 292 million (60% youth), where youth is defined as ages 15 and 35 according to the African Youth Charter (2006). In recognition of the opportunities and challenges the high youth population presents, IGAD developed a Youth Policy (2023) that provides a framework for designing and implementing effective youth engagement strategies internally and by the member states. The policy outlines thirteen priority areas of youth

Aligned with the above, the EIDFR Project was launched in March 2024 and is expected to run until December 2025. It is funded by the African Development Bank (AfDB) and executed by the Intergovernmental Authority on Development (IGAD).

The project seeks to strengthen institutional capacity for entrepreneurship, innovation development, and job creation in South Sudan and Djibouti while putting on hold the focus on Sudan due to prevailing violent conflicts. The project aims at bringing together learning institutions (university and TVET level), the private sector, and respective governments to;

- (i) Strengthen E&I at institutional, national and regional levels. This involves supporting the respective incubation centers at the Universities of Djibouti and Juba through additional equipment and expansion/renovation of premises to host incubatees.
- (ii) Stimulate employment opportunities for youth by supporting and promoting the establishment of start-ups led by young entrepreneurs. This will involve a multi-stage competitive and equitable process of selecting innovations through national calls for application in the focal countries, training, mentorship, and seed fund awards to 20 finalists per country. Eligible applicants will be youths (country-specific definition) with innovative ideas with the potential to improve the adaptive capacities of local communities to the effects of climate change like drought and floods and generate jobs, especially for women and other youth while reducing fragility.
- (iii) Facilitating an enabling entrepreneurial ecosystem by training 500 stakeholders per target country composed of policy makers and students/researchers using the training of trainers (ToT) approach. Anchored in the respective centers, relevant policies will be reviewed, and private sector working groups (PWG) established to spearhead dialogues and solutions for institutional and market constraints to youth-led entrepreneurial development in respective countries.

The project will contribute to the creation of at least 100 direct jobs and 400 indirect jobs per focal country with an inclination toward women (40%) and climate adaptation (50%).

2. PURPOSE OF THE ASSIGNMENT

This assignment seeks to equip a pool of 10 local trainers per respective country with knowledge and tools to effectively train the assigned stakeholders. The trained pool of local trainers will be critical in re-orienting entrepreneurship among students and researchers, and better appreciation and practices of policy makers to promote youth-led E&I in the two countries.

The selection of 10 Trainer of Trainers (ToT) per focal country will ensure inclusion of women in addition to specific suitability requirements for training stakeholders organized into two separate streams namely; (i) Policy makers and (ii) Students/researchers as agreed between IGAD and the respective universities.

Pool 1-ToT for Policy Makers Stream: Selection criteria include;

- Be a member of teaching staff at the respective universities
- Possess knowledge and skills in entrepreneurship, innovation or business management
- Committed to champion entrepreneurship and innovation across the university programs

Pool 2-ToT for Students/Researchers Stream: Selection criteria include;

- Be employed in the sector ministries (Agriculture/livestock/commerce etc.) of national government or institutions related to policy and regulation
- Possess knowledge and skills in entrepreneurship, innovation or business management
- Committed to champion entrepreneurship and innovation development at the policy arena

3. SCOPE OF WORK

While the EIDFR Project Coordinator will provide overall guidance for the assignment, the National Focal Persons (NFP) of the respective countries will provide routine supervision.

- (i) Desk review of the national policy environment in the respective country to provide contextual background for the stakeholder training, especially policy makers. The major focus will be on the legal environment and its implementation to foster business e.g. transparency and ease of registration, taxation and integration of existing regulations.
- (i) Develop a curriculum for training the trainers that includes but is not limited to the following;
 - ADULT learning and facilitation techniques
 - Concept of Entrepreneurship, Innovation and Start-Up
 - Entrepreneurship Motivation
 - Entrepreneur Characteristics
 - Enterprise opportunities identification
 - Types of enterprises (ownership and registration)
 - Entrepreneurship Support Ecosystem (national issues)
 - Intellectual Property Rights (IPR)
- (ii) Train the trainers using a combination of lectures/discussions/presentations/case studies.
- (iii) Conduct pre- and post-evaluation of the trainees.
- (iv) Compile and submit a training report to ICPALD.

4. DELIVERABLES

Outlined below are the key deliverables and indicative deadlines

- (i) Submission of the inception report within 5 days upon signing contract
- (ii) Desk review of the national policy environment in assigned country within 15 days upon signing contract
- (iii) Development of the training of trainers (ToT) curriculum in assigned country within 25 days upon signing contract
- (iv) Training of 10 Trainers in assigned country within 30 days upon signing contract
- (v) Submission of the training report for assigned country within 40 days upon signing contract

5. DURATION OF THE ASSIGNMENT

The assignment is expected to take 28 working days broken down as follows:

Main task	No. working days
1. Submission of the inception report	3
2. Submission of desk review report for the national policy environment in assigned country	10
3. Submission of a satisfactory ToT curriculum in assigned country	8
4. Training of 10 Trainers in assigned country	5
5. Submission of a satisfactory training report for assigned country	3
Total number of working days (per assigned country)	28

6. KEY QUALIFICATION AND EXPERIENCE

- At least a master's degree in entrepreneurship, business administration or economics.
- Minimum 5 years of experience related to entrepreneurship strategy development, business development services (BDS), working with start-ups etc.
- Proven experience of undertaking at least 2 similar assignments in the target countries- regional experience and exposure will be an added advantage.
- Qualified women are encouraged to apply.

7. PREPARATION AND SUBMISSION OF EXPRESSION OF INTEREST

Language	Applications for South Sudan shall be in English Language. For Djibouti, the applications shall be in English or French.
Documents	This call for expression is open to Individual National Consultants ONLY. Submission shall therefore include application letter and resume (max 6 pages) highlighting key qualifications and experience relevant to the assignment.

8. PAYMENT-PROFESSIONAL FEES

Payment will be made in three (3) tranches as follows;

- 15% upon submission of the inception report.
- 35% upon submission of satisfactory training curriculum and report of the desk review of the policy environment whose scope is explained in **Section 3 clause (ii)** of this ToR.
- 50% upon submission of satisfactory final training report.

9. TAXES

The consultant will be responsible for remitting his/her taxes.

10. INSURANCE COVER

The consultant will be responsible for his/her insurance.

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