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Call for Expression of Interest (EoI) to source individual consultant (s) or firm to undertake baseline setting of the Rural Youth Employment Support (R-YES) project in Rwanda

1. Background information

Kilimo Trust (KT) is a not-for-profit organization working in agriculture for development across the East Africa Community member countries. KT has increasingly become the go to partner organization for market-led agricultural value chain development in the region. KT vision is to see “sustained and equitable wealth creation, food and nutrition security for smallholder farmers and other VC actors”. Our mission is to make agribusiness a transformative tool for wealth creation, food and nutrition security for over 500,000 smallholder farmers and other VC actors in the next five years beginning 2018. The core business of KT is to structure national and regional trade in agricultural products for enhanced wealth, food and nutrition security for smallholder farmers and other VC actors.

In partnership with the International Fund for Agriculture Development (IFAD) and BMZ, Kilimo Trust is implementing a five -year pilot project (June 2020 - June 2024) titled *Rural Youth Employment Opportunities: Support to Integrated Agribusiness Hubs in Rwanda (R-YES)*. R-YES project is part of a larger IFAD program that will focus on creation of employment opportunities for rural youth in Africa through support to integrated agribusiness hubs.

Integrated agribusiness hub is as an innovative mechanism to foster youth employment through applying combinations of innovative technologies, developing talent, building know how, facilitating access to capital, enhancing business skills and access to finance and other services. Integrating these combinations in agribusiness hub presents an opportunity to occupy the gaps existing between mechanisms such as business development services (BDS), Technical Vocational Educational Training (TVET) services, technology parks, and other platforms for business development, by directing them towards gainful youth employment.

The goal of R-YES project is to contribute to sustainable employment (self and decent wage) and income generating opportunities for 1,200 youth in agriculture related activities in Rwanda through an integrated agribusiness hub. The Project has two specific objectives:

- (1) Build integrated agri-business capacities of rural youth by identifying strategic partnerships to develop sustainable and innovative agribusiness hub.
- (2) Generate empirical evidence of the developed and tested integrated agribusiness hub models to inform policy to drive scaling up the models to create jobs for youth.

R-YES project focuses on the following in the 5 years of implementation:

- a) Increased self and wage employment opportunities for youth through functional networks of integrated agribusiness hubs.
- b) Evidence-based knowledge products on youth employment using integrated agribusiness hub model to influence policy shifts, and to enable other development actors (public, private and semi-private) to scale up wholly or parts of the model.

The above objectives are pursued through the delivery of the following results:

- a) A robust system that empowers and nurtures youth for self and wage employment in agribusiness, in addition to responding to evolving labor demands.
- b) New youth led agribusiness enterprises incubated and emerging, thus providing an avenue for self-employment.
- c) Holistic wage seeking graduates (with competences beyond technical skills) absorbed in evolving agribusiness labor markets.
- d) Policy improvements and scale-up of proven models by government and other development partners

2. Baseline Target Audiences/Survey Participants:

The baseline study is intended for the different categories of target beneficiaries by the project including rural youth (disaggregated by age and gender), youth platforms, incubation centers, TVETs, policy makers, value chain actors and the wider farming communities (processors, producers, service providers), and IFAD and GIZ funded programs,

3. Objectives of the assignment:

R-YES project is seeking to hire an individual consultant or consultancy company/firm to undertake a comprehensive baseline setting of the project to inform Kilimo Trust and its stakeholders on the baseline status of the project's key performance indicators (KPIs). The successful consultant will be responsible for the baseline study in Rwanda. The baseline study should (at least) provide benchmarks on:

- a) Young men and women in agribusiness
- b) Young men and women earning a wage
- c) Minimum wage earned by a youth in Rwanda
- d) Challenges faced by youth in agribusiness
- e) Agribusiness hubs in Rwanda
- f) Value chains the youth are involved in
- g) Stakeholders and institutions supporting youth in agribusiness
- h) Existing policies governing youth in agribusiness
- i) Government support available for youth in agribusiness
- j) Youth-friendly business development services available to the youth

Specifically, the baseline data setting should provide current metrics (quantitative and qualitative values) on the following KPIs:

- 1) Current average income of young men and women (15-35) in R-YES target districts in Rwanda.
- 2) Average number of jobs created by youth agribusiness, disaggregated by job type (self-employed, wage employment)
- 3) Number of agri-enterprises established and managed by rural youth
- 4) Number of youths using business models/plans
- 5) Number of rural youths in wage and self-employment
- 6) Existing youth friendly policies in Rwandan agribusiness
- 7) Number of youths graduating from agribusiness training institutions
- 8) Number of youths employed in agribusiness enterprises
- 9) Number of youths trained on agribusiness entrepreneurship and managerial skills
- 10) Number of youths enrolled and completing apprenticeship program
- 11) Number of youths providing commercial agribusiness services to farming communities
- 12) Number of Youth-friendly business development services available to the youth
- 13) Number of youth agribusinesses with linkages to other value chain actors in the farming community.
- 14) Number of digital platforms providing services to agribusiness
- 15) Number of innovations developed and managed by the youth
- 16) Number of youths providing digital solutions to other value chain actors in the farming community.
- 17) Current business survival rate among youth agribusinesses in Rwanda,
- 18) Existing policy gaps and opportunities for youth in agriculture.

Prospective Consultants can access the details of project KPIs and their target by clicking below link:

https://kilimotrust.sharepoint.com/:w:/r/pro/_layouts/15/Doc.aspx?sourcedoc=%7B0FFFB7E7-C74E-4423-A351-84E8406BD41E%7D&file=R-YES%20KPI%20and%20Baseline%20setting%20Matrix%20Sept%202020.docx&action=default&mobileredirect=true

The findings of the baseline setting should be disaggregated by district, by age and gender as much as possible.

4. Methodology

The consultant is expected to employ a variety of data collection and analysis techniques for both quantitative and qualitative data to ensure a comprehensive baseline setting exercise. This will include but not limited to:

- Document and systems review:
- Focus Group Discussions: With youth and other value chain actors targeted by the project.
- Key Informant Interviews: Consultations with youth, incubation centers, TVETs, implementing partners, institutions, and service providers in different value chains.
- Primary quantitative data using structured questionnaires. The Consultant will be expected to design and administer a structured questionnaire to youth in agribusiness to establish the number of youth in agribusiness, value chains youth are interested in, challenges they face among others.

4.1 Sampling and sampling Methodology:

The Consultant will be expected to propose an appropriate sampling approach and sample size that will give high level of information that can be generalized for the entire study area within 95% level confidence and not more than 2.2% margin of error. The FGDs, Key informant interviews and document reviews will be used to triangulate the various findings. The sampling should propose future control group and treatment group that will be tracked by the project team and future evaluators to show project attribution.

4.2 Key Documents:

Kilimo Trust will provide key project documents for the consultant to review. These include reports of Initial studies undertaken by the project (Value chain scoping/assessment, Labor markets assessment and Institutional Capacity Assessment), Targeting criteria for project beneficiaries, MEL Plan, Project log frame/Results framework, Key performance indicators and others. It is expected that the consultant will propose other secondary documents that will be necessary to review in the area of youth in agribusiness to be able to benchmark the project indicator and guide the project team on the necessary system changes that are necessary for youth to be employed or self-employed.

5. Expected Deliverables

Under the direct supervision of the Team Leader, Quality Assurance and Resource Mobilization and support from the Project Manager, the consultant will provide the following deliverables to project management in a timely manner:

a) Reports:

- Inception Report: The consultant is expected to submit a detailed report on how the baseline setting of the project will be carried out from his/her point of view backed by relevant literature. The report will outline the detailed description of their methodology and tools, expected output, format of the final report and a budget breakdown of costs and detailed work plan for the entire exercise. The draft interview guides will be submitted for review at this stage.
- First Draft Report and primary data collection tools: The consultant will submit the 1st draft report based on literature review, clearly highlighting gaps to be filled by primary data collection.
- Second draft Report: The consultant will submit the 2nd draft report based on primary data.
- Presentation of preliminary findings: A stakeholders' meeting comprising of Kilimo Trust and other stakeholders will be organized for validation preliminary findings. At the end of the meeting, a report incorporating comments by stakeholders from the meeting will be submitted by the consultant.
- Final Report: This will entail a detailed report of the Project baseline setting that incorporates feedback from Kilimo Trust and partners. The report should clearly show the baseline situation of the project KPIs disaggregated age, and gender as much as possible.

- b) Program of recruiting and training of enumerators and supervisors should be ready at least one week before field visit. The training and field data collection should take care of COVID-19 protocols.
- c) All raw data and transcribed data to be submitted to accompany the final reports.

6. Timeline

The project baseline setting is expected to take place between the months of January and February 2021. The final report should be complete and submitted by 30th March 2021. The consultant(s) is expected to suggest how long/number of days it would take them to undertake the assignment. This will include COVID-19 scenario planning and safeguarding for both the consultant (s) and research respondents.

7. Consultant's Profile: Skills, Experience and Qualifications

- A minimum of a master's degree in Agriculture, Agro-processing, Agricultural Economics, Agribusiness Management, Monitoring and Evaluation, statistics, or any other related field.
- A minimum of 5 years' experience conducting baseline studies of projects in Youth and employment and experience in conducting surveys, analyzing, synthesizing, and presenting information/Reports is a MUST.
- The lead consultant must possess a significant evidence of academic and experiential background in research methodology, evaluation design, implementation, qualitative and quantitative data analysis skills (use of SPSS, Stata etc.) and reporting.
- A solid and diverse experience in research, monitoring and evaluation of projects and/or Programmes at national and/or regional level. Experience in aspects of youth, agribusiness and employment will be an added advantage.

8. Rights and Confidentiality

The Kilimo Trust reserves the right to reject or cancel any proposal without showing any reason. During this assignment, all materials produced shall remain the property of Kilimo Trust and cannot be used by the service provider for a purpose other than agreed upon by both parties. The developed materials cannot be sold or used in any case without the prior permission of Kilimo Trust and the primary project beneficiaries.

9. Intellectual Property

All information pertaining to this assignment (tools, interview guides, data, reports and others) which the Consultant may come into contact within the performance of his/her duties under this consultancy shall remain the property of the KT and the organization (KT) shall have exclusive rights over their use. Except for purposes of this assignment, the information shall not be disclosed to the public nor used in whatever way without the written permission of Kilimo Trust.

10. Safeguarding:

The Consultant (s) are expected to follow Kilimo Trust safeguarding policies which include but not limited to integrity, accountability, ethical data collection processes, respect for beneficiary's privacy and protection

11. Application Procedure

Application documents are required to be submitted online via email: electronically to recruitment@kilimotrust.org before 31st January 2021, 4:00pm, East Africa time (3:00 Kigali time).

Application documents MUST include the following:

- i) A letter stating why a consultant/firm should be considered suitable for the assignment.
- ii) Brief technical proposal which include methodology on the approach and implementation of the assignment, and the work plan for implementation of the assignment.
- iii) Financial proposal indicating professional fee and a breakdown of expenses (unit price together with any other expenses) related to the assignment.
- iv) Personal CVs of leading technical personnel proposed for this assignment highlighting qualifications and experience in similar projects; and

Previous reports or outputs of similar assignments and contact references - contact details (email addresses) of referees (firms for whom you have prod