
Youth Employment Pathways (YEP) Ondo State - Grants Program

Request for Application – Engagement of Organizations to Conduct Technical Vocational / Soft Skills Training, Mentorship & Job Linkage in Ondo State

BACKGROUND

PIND is a Nigerian non-profit Foundation established in 2010 to support a portfolio of socio-economic development programs in the Niger Delta in order to improve the standards of living of communities in the region. PIND supports projects in collaboration with a diverse range of donor partners including bilateral and multi-lateral aid agencies, federal and state government agencies in Nigeria, private companies, and foundations. With an overarching goal of increasing income and employment in the region, PIND's strategy is hinged on 2 main programs supported by 3 key enablers and these are:

- **Economic Development:** Facilitate inclusive, sustainable, and diversified economic growth enabled by improved analysis, advocacy, and capacity building of market actors.
- **Peace Building:** Strengthen conflict management systems and capacities for enabling peace & economic growth, utilizing analysis & advocacy to address constraints to peace.
- **Enablers:** PIND's program delivery is enabled by an integrated approach that encompasses capacity building, advocacy, communications, gender, and social inclusion.

In the Niger Delta, youth unemployment remains a major development challenge with a consequent spillover effect on peace and security in the region. The Niger Delta region cuts across nine states (Abia, Akwa Ibom, Bayelsa, Cross River, Delta, Edo, Imo, Ondo, and Rivers) and encompasses about 185 local government areas, hosting the oil and gas industry in Nigeria. Paradoxically, the Niger Delta has some of the highest levels of youth unemployment in Nigeria.

The Niger Delta Youth Employment Pathways project (NDYEP), implemented by the PIND Foundation in the Niger Delta, is an innovative response to the challenge of youth employment in the region. The worsening youth unemployment scenario in the Niger Delta, specifically, provided the impetus for establishing the NDYEP project in the last quarter of 2017 as a pilot program implemented by PIND. It received funding support from the Ford Foundation and began with an initial focus on three states: Rivers, Akwa Ibom, and Abia.

The NDYEP program aims to contribute to addressing the youth unemployment challenge by developing models of youth job readiness and workforce development. These models offer young people the opportunity to secure sustainable jobs or develop enterprises through quality training that equips them with market-relevant skills. The pilot phase, implemented over a 2-year period, trained over 5,000 youth in target sectors such as Agriculture, Information and Communication Technology (ICT), Renewable Energy (Solar Tech), building construction, and the finished leather sector. It also supported their transition into waged employment or self-employment/entrepreneurship.

In 2020, PIND decided to expand the NDYEP program to an additional state, Delta State, based on the positive results of the pilot phase. Following extensive consultations with the Delta State government, a youth labor market assessment was conducted in that State. As of now, the project is in its second year of implementation in Delta State, with 1,236 youth trained and successfully linked to work.

Consistent with NDYEP's implementation framework and to further widen its outreach, PIND plans to extend the implementation of the Youth Employment Pathways (YEP) program to Ondo State, one of its focal states.

PURPOSE OF THE ASSIGNMENT

The engaged institutions or organizations will be required to provide technical vocational and soft skills training and mentorship to selected youth participants under PIND's Youth Employment Program (YEP) in Ondo State, including selected Coastal communities. The technical training will be in the area of competence in Agriculture, Building Construction, ICT, Trade and Services, or other identified skills areas in selected coastal communities. The organization(s) will develop a structured vocational curriculum that will enhance the skill set of the participants. The selected institution should also have the capacity to deliver soft-skills training to strengthen participants' mindsets and behavior. At the end of the vocational and soft-skills training, selected institutions will be responsible for linking successful participants with opportunities for employment or supporting them to start their own enterprises as this is a key component of the NDYEP model adopted in the program.

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Sectors & Skill Areas for Application

Four (4) priority sectors were strongly recommended by the Ondo State LMA exercise and a scoping study carried out in the coastal communities. In light of this, PIND is seeking to engage institutions/organizations competent in requisite training facilities in Ondo State to provide technical vocational training and soft skills training in the Youth Employment Pathways Program.

Some of the identified skill areas for vocational training and enterprise development or job linkage are shown in the table below:

Sector	Skill Areas
1. Agriculture	-Vegetable Farming -Poultry -Bee Keeping -Snail Rearing -Etc.
2. ICT	-Hardware repairs & maintenance -Graphic Design -Digital Marketing -Photography/Videography -Web Development -Etc.
3. Building Construction	-Aluminum Profiling -Carpentry/Woodwork -Tiling/Plumbing -Electrical Installation -POP/Wall Finishing -Etc.
4. Trade / Services (Sectors for consideration in the Coastal Communities)	-Solar panel & Inverter Installation -Tailoring/Fashion Design & Catering

Note: Interested Institutions/Organizations are expected to apply for only one sector listed in the above table; however application can cover more skill areas within the organization's competence.

SCOPE OF WORK & SPECIFIC ACTIVITIES

The key activities to be covered under the engagement are as follows:

- 1. Curriculum Development & Work Planning:** For any of the selected sectors (Agriculture; Building Construction, ICT, Services, and other identified skill areas for the coastal communities), the institution will develop or adapt the already developed curriculum in the vocational trade area selected. The curriculum should meet the minimum national trade skill requirement and should be sufficient to enhance the capacity of participants and career development in the selected trade. The curriculum should span a training period of about 6 months and should include both classroom theoretical and hands-on practical training. The curriculum should be simplified for the understanding of young school leavers who will be part of the target participants.
- 2. Technical Vocational / Soft-Skill Training:** The institution should have the capacity (competent human resources and facilities) to undertake the technical vocational training for the specified period in the selected trade. The institution should be independent and in complete or significant control of the career development process of selected participants. The training team should also have the capacity to influence the positive formation of mindsets and behavior of youth participants to support and enhance their technical vocational skills training in the State and within selected coastal communities. The training will last a minimum of 6 months depending on the selected trade.
- 3. Job Linkages and Enterprise Development Support:** The implementing institution or organization are expected to explore opportunities and link all successful participants to employment opportunities. An alternate pathway for participants who seek to develop their enterprises will be supported by the implementing organization through a structured enterprise development program. The program **WILL NOT** offer starter packs to any participant or group.
- 4. Report on the Assignment:** The implementing institution or organization will make periodic reports on the progress of the assignment. Three (3) copies of the adapted curriculum, trainers' manual, and participants' handbook for reference will be printed, as well as a report on the entire assignment.

TARGET GROUP (PROGRAM BENEFICIARIES)

Target group:

- Primary focus on young school leavers between ages 16 and 30, including the vulnerable and disadvantaged (rural, women, and people with disabilities or from coastal communities).
- Existing (skills upgrade) and new youth entrants in the selected sector.
- Semi-skilled workers for upskilling within the selected sectors and trades

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- Unemployed/underemployed youth interested in pursuing careers in the selected sector and trades.

The grant will support training and skills development initiatives that demonstrate current market relevance and addresses the need for certification of skills, measurement and testing of competencies.

APPLICATION PROCESS

Who is eligible to apply? This grant is open to qualifying entities, including technical and vocational education and training organizations (TVETs), universities, and other establishments or firms offering technical training within the specified sectors. **Organizations must have a minimum of two years of active operations in Ondo State.**

Proposals should demonstrate:

- **Capacity/track record:** The organization's capacity, track record, networks, and other non-financial resources available to provide training and follow-on support for the selected youth including details of the curriculum, assessment of competence, and certification standards where applicable. The proposal should demonstrate that the proposing company/organization can handle the training and either have the requisite skills, manpower, and equipment or is linked to a partner that has.
- **Linkages/partnership:** Any existing or prospective connections with potential employers or programs to place youth in jobs or are able to help youth find earning opportunities based on skills upgrades at the end of the training program.
- **Outreach:** The organization will propose a program to identify, profile, and train 40 or more youth in selected skills, including hands-on assignments, team projects. Training will include soft skills which may be delivered by the organization or by another service provider selected by YEP program.
- Organization will propose a mechanism that connects all successful participating youth (top performers) to internships/work attachments, direct job placements, and entrepreneurship.
- The organization will propose a Monitoring and Evaluation plan to track performance and impact of youth participants even after the project has ended.
- Sustainability: The organization will propose how they intend to continue the program at the expiration of the grant.

Grant Size: The grant award would range up to NGN12, 000,000 (covering pre-training, training, and post-training support including placements) and depending also on the proposed outreach (number of youths to be trained) and proposed activities. Selected organization are expected to place a significant focus on achieving high job placement. **Payments will be made at different project stages, with the final installment of up to 35% of the total project cost to be paid after all trained youths are successfully linked to employment opportunities.**

Please note; The grant sum for selected registered NGOs/Government Institutions will be exempt from Withholding Tax while the grant sum for Limited Liability companies will be subjected to 10% Withholding Tax.

Expected duration: We invite proposals for intensive training and post-training support to youths that will be implemented with tangible results within a short period of time of 6 to 8 months.

Note: The program will consider the option to renew grants for high-performing grantees in the 2nd year 2024 but subject to the availability of funding.

TIMELINE OF WORK

The following timelines will apply:

S/N	Description of activities	Duration	Associated Deliverables (Codes)
T1.	Technical vocational curriculum and adaptation	15 days	D1 – Curriculum & training manual
T2.	Implementation of technical vocational skills / soft-skills training in selected trade	Minimum of 6 months	D2 – Training work-plan, list of participants & progress reports
T3.	Reporting: Final report	15 days	D3 – Report of program with detailed post training support and lessons
T4.	Job linkage & enterprise development	2 months	D4 – Linkage of participants to apprenticeship positions or waged employment or start-up enterprises

DELIVERABLES

Item		Period (indicative)
D1.	Technical curriculum & Training of Trainers (ToT) on soft-skills	September 2023
D2.	Technical vocational training with soft skills to participants	October 2023 to April 2024
D3.	Final report & Database of Participants	May 2024
D4.	Job linkage & enterprise development of all trained youths	May - June 2024

DURATION & LOCATION OF WORK

The institution will be engaged for a period of 8 months excluding the period for internships, enterprise development, and job linkage. The selected institution will work alongside PIND Youth Employment Program (YEP) team, who will be responsible for monitoring and maintaining vocational training standards.

The technical vocational training will be conducted in Ondo State.

QUALIFICATION

The proposed institution or organization should have experience in technical vocational training within the selected trade area with standard training facilities and competent certified facilitators.

The institution should demonstrate that the program management will be independent and that allotted resources will be used for the project implementation without interference from the existing organizational structure. Experience of work in the Niger Delta region is important.

Institutions should have at least 2 years of operations in Ondo State and should possess good analytical and writing skills.

HOW TO APPLY

Eligible organizations are invited to submit detailed technical and cost proposals **AS SEPARATE DOCUMENTS** using the template provided in appendix 1 and 2 below, as a guide. Proposal should be sent to procurement@pindfoundation.org not later than two weeks from the date of this call for proposal. Please use **“Application for YEP Grant Sector Name”** (Example ‘Application for YEP Grant Building Construction’) as the subject of your email.

Note that organizations can only apply for one (1) sector; though the application could cover many related skill areas within the institution’s competence. (Please refer to the table on page 3).

- The technical proposal will have i) Narrative section outlining the project for which the grant is requested, the expected results and key activities (no more than 10 pages excluding attachments). Please refer to appendix 1 for guidance.
- Cost proposal (detailed budget (in Naira) and notes as applicable). Budget template is attached in Appendix 2. The financial section should also indicate any **cost shares or contributions** from the organization where applicable.

The proposal will be submitted electronically (in Word) while any support documents might be in PDF.

Timeline for Submission of proposals – Two weeks (All proposals for this round should be submitted **on or before 5pm, August 23, 2023**. All applications received will be acknowledged. Any proposal received after this dateline will not be honored.

Proposal Review:

Proposals received in response to this call will be reviewed internally, and after due verifications, the most promising proposals will be selected and recommended. Successful applicants at this stage may be required to make adjustments based on the outcome of the review. Successful proposals will then be recommended to the PIND Management for consideration and approval. They may approve or reject.

Anticipated date of grant award and commencement: September 20th, 2023

Upon the approval of a proposal for grant award, the successful organization will be duly notified, and a grant agreement negotiated and signed by PIND and the grantee. This will signal the commencement of the activity. Please note that **no** pre-grant award expenses will be eligible for reimbursement under the grant. All material terms and conditions will be agreed and codified in the grant agreement. These will include specific terms required by the funder (PIND Foundation) under this program for all grants.

Grant Restrictions:

- The grant funds will **not** cover the purchase of vehicles, office rent, or office furniture

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- Grant funds can only be applied for relevant activities and procurement of training materials (hard or soft) directly related to the proposed program and the achievement of the objectives outlined.
- If in doubt as to what may or may not be eligible, please feel very free to contact the YEP team for guidance.

Mandatory required items from vendors/organizations who intend to bid for any work or service in PIND

1. Certificate of business registration/Mean of personal identification
2. Profile of organization
3. Valid Tax Clearance Certificate
4. Tax Identification Number
5. Bank reference letter

Appendix 1:

Youth Employment Program (YEP)

Proposal Template (for guidance)

Please use this application format to submit proposal for grant, maximum 10 pages

General Information	
Name of Organization:	
Brief Profile of Organization:	<i>Type of organization, summary of activities etc.</i>
Location:	<i>Physical address of organization</i>
Name of Authorized Signatory:	
Position in Organization:	
Contact Information:	<i>Telephone numbers and e-mail address</i>
Name & Address of Contact Person:	
Contact Information:	<i>Telephone numbers & e-mail address</i>
Proposed Project Narrative	
Title of Project:	
Project Brief:	<i>Summary of proposed project</i>
Organizational Capacity and Track Record	

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Project Justification/Rationale	
Implementation Location	<i>Akure, Owo, Ondo, Okitipupa etc.</i>
Project Objectives/Goal	<i>State specific objectives the project will achieve and the overall goal it will contribute to</i>
Detailed Project Description and Expected Outcomes	<i>Detailed project description, outline of activities, duration and expected outputs/outcomes Description of curriculum to be used and plans for competency assessment/certification as appropriate.</i>
Project Duration	<i>Project start and end dates (including period for participants' selection and post-training support)</i>
Total Grant Sum Requested (Naira):	<i>Amount in figures</i>
Proposed Project Plan:	
Project Outreach:	<i>Include age, gender groups and geographic spread of would-be beneficiaries, target 40% women beneficiaries and disadvantaged groups including people with disabilities as appropriate. This should include description of process for selection of participants.</i>
Innovative Inputs:	<i>New ideas (inputs or process) - What is innovative about your proposal?</i>
Job Linkage or Enterprise Start-up:	<i>How the process intends to support beneficiaries have access to internships, apprenticeships, direct jobs placements, start enterprises/self-employment. Please note that internships and apprenticeships are for this purpose continuations of the training/certification. Proposals should show clearly how participants will be supported into jobs or entrepreneurship. Prior agreements and contacts with identified potential employers/off taker for the trainees count.</i>
Sustainability:	<i>How might activities and project outcomes be continued/sustained beyond this grant.</i>
Proposed Monitoring & Evaluation Plan:	
Proposed Work Plan	<i>In excel format showing activities and timelines/targets /milestones (Please ensure that activities correlate with proposed budget)</i>
Other Funding/contributions	<i>Including support from your organization or other partners</i>
Any Other Information:	

Note: Applications that do not follow this format will be rejected.

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