

Sierra Leone MPTF

Fund Signature Page / Cover Sheet

(Note: this page is attached to the programme¹ document)

<p>Participating UN Organisation(s): United Nations Development Programme (UNDP)</p>	<p>Priority Area:</p> <ul style="list-style-type: none"> ▪ Consolidation of Peace and stability ▪ Economic and Social Integration of the Youth ▪ Integration of rural areas into the national economy
<p>Programme Manager of Participating UN Organization</p> <p>Name: Keith Wright Address: UN House, 76 Wilkinson Road, Freetown, Sierra Leone Telephone: +232 76 539 430 E-mail: keith.wright@undp.org</p>	<p>Implementing Partner(s): Name: Ministry of Youth Employment and Sports & National Youth Commission</p> <p>Address: Bishops House, National Stadium Telephone: 232-76-692780 E-mail: takoroma88@yahoo.co.uk</p> <p>Ministry of Labour and Social Security</p> <p>Address: New England Ville Telephone: N/A E-mail: N/A</p>
<p>Joint Vision Programme Number: Joint Vision Programme 19</p>	<p>Project Duration: One year</p> <p>Estimated Start-Up Date: January 2012</p>
<p>Project Title: Youth Employment and Empowerment</p>	<p>Project Location: Nationwide</p>
<p>Project Description: The DAO funds will be used to implement important activities of the National Youth Employment and Empowerment Programme (Ministry of Youth Employment and Sports). The activities will develop a national service for youth to access knowledge and skills on starting and operating a small enterprise; the roll out of the careers advice and placement service that will enable youth to make well-informed decisions in their education courses; strengthen their job search skills and place intern and graduates in positions that will provide a start to their professional career. The project will also support the development of opportunities for youth to be more represented in decision-making forums and engaged in decisions that directly affect their lives.</p>	<p>Total Project Cost:</p> <p>SL- MDTF: US\$ 925,896 Government Input: US\$ 0 Other: US\$0</p> <p>GRAND TOTAL: US\$</p>
<p>Development Goal and Key Outcomes:</p> <p>Development Goals: Youth employment opportunities enhanced through the development of well-coordinated employment- support services and strengthened youth-engagement structures</p> <p>Key Outcomes</p> <p>Outcome 1: Enterprise development services operational in all districts Outcome 2: Careers advice and placement services operational in universities and 9 TVET centres Outcome 3: 1,000 youth running their own enterprises Outcome 4: Youth Councils operational in all districts and involved in youth-related decision-making in the Local Councils Outcome 5: 2,000 youth engaged in decision-making in their own locality in the main urban areas</p>	

¹ The term "programme" is used for projects, programmes and joint programmes.

Deliverables:

- Technical Support for the development and coordination of a service that will support youth to start –up and operate their own enterprise
- Technical and financial support to ensure that there is an enterprise development service in every district
- Technical and financial support to the implementation of new approaches (developed through the lessoned learned process) to enable 1,000 youth to be running their own enterprises
- Technical and financial support to develop Careers advice and Placement services in the universities and 9 TVET centres and at least one careers advice sessions in each senior secondary school per year
- Technical and financial support to strengthen the District and Chiefdom Youth Councils
- Technical and financial support to small-scale projects that will enable youth (2,000) to rehabilitate and maintain the sports facility that they use; in so doing, to build their own capacity to organize and manage activities and to become engaged in the official decision-making processes in their own localities.

Signature

Date

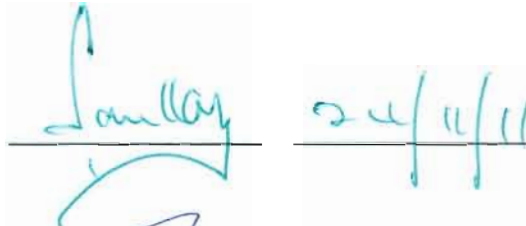
Name/Title

UNDP



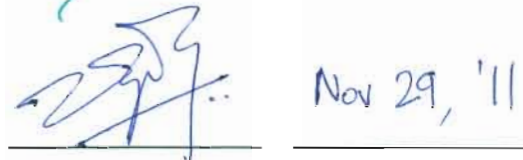
Ms. Mia Seppo
Country Director

DEPAC Co-Chair



Honorable Dr. Samura Kamara
Minister of Finance and
Economic Development

DEPAC Co-Chair



Mr. Vijay Pillai
Country Manager
World Bank

DEPAC Co-Chair



Mr. Michael von der Schulenburg
Executive Representative
of the Secretary General
of the United Nations

PROJECT DOCUMENT

Executive Summary

The Youth Employment and Empowerment Programme is a joint programme between the Ministry of Youth Employment and Sports and UNDP. The Programme supports the UN Joint Vision 19 in the following areas:-

- Policy development and coherence
- Youth Employment Planning based on research of lessons learned which is coherent and coordinated
- The collection of data on youth employment and youth empowerment activities and information relevant to youth development
- Creating a forum (online and in person) for the coordination and experience sharing of youth employment initiatives and the identification and dissemination of best practices
- Support to innovative approaches to youth employment
- Development of basic services for youth employment promotion including the Enterprise Development Service; and the Careers Advice and Placement Service
- The development of structures and creation of opportunities for youth to be engaged in the decision-making forums on issues that directly affect their lives

In 2012 the Programme will focus on the following areas:-

- The implementation of the youth employment components of the National Employment Policy
- Strengthen coordination with donors through the Partner Group on Youth Employment
- The publication of a lessons learned document on successful youth employment initiatives
- The development of data base on youth employment and youth employment stakeholders and initiatives
- The publication on the annual State of Youth Report by the National Youth Commission
- The development of a the Enterprise Development Service in every district
- Support to 1,000 youth to be engaged in their own enterprises
- The expansion of the Careers Advice and Placement Service
- The strengthening of the District and Chiefdom Youth Councils and their engagement with Local Councils and Ward Councils

Situation Analysis

Youth Employment and Empowerment is a key factor in the development and stability of Sierra Leone. With an estimated 800,000 youths (15-24 years) activity searching for employment, youth unemployment cannot be ignored or undervalued. To significantly increase employment requires a change in the policy frameworks, such as the macro-economic policy, support to private sector development and education, in combination with investments in micro and small business development and labour intensive public works. Sierra Leone has very low human capital and youth are generally not prepared with the requisite skills for employment. The average number of completed-years of education of youth in Sierra Leone is half that of India, one third of China and a fourth of South East Asia. Approximately half of the youth population in Sierra Leone is illiterate. Overall, youth have had little connection to the formal economy and lack relevant life skills. Youth employment is a high priority of the Government. It has created a new Ministry with the direct responsibility for youth employment, the Ministry of Youth Employment and Sports (MYES), and the National Youth Commission (NAYCOM) which will provide overall leadership on youth employment and empowerment. UNDP works directly with these two bodies to provide leadership on youth employment and youth empowerment.

A UN-sponsored conference (December 2011) on youth employment made the following observations on the youth employment situation in Sierra Leone.

- Creating employment opportunities for youth depends on the growth of the overall economy
- There is a lack of clarity in the definitions used concerning jobs/employment, and there is lack of basic data
- There is a serious lack of analytical work concerning which sectors and sub-sectors could generate the highest labour demand and what policies should be pursued to encourage investment/projects in these areas
- Sharing of experience and best practices is still very rudimentary
- Youth programmes aimed at generating sustainable livelihood opportunities must address both the supply and demand side of the labour market – increasing the employability of young people while generating a stronger demand for youth in the labour market. On the supply side it is critical to improve the quality and relevance of training. On the demand side, public works schemes are effective at increasing the short-term demand for labour. But they can also create longer-term employment opportunities if they provide skills training and if public works projects are bundled into small contracts for management by small enterprises

The programme will provide coherence in policy and support to employment-projects; coordination at the practical level to identify and disseminate lessons learned; the development of employment-services on a national scale. In so doing, the project will build the necessary implementation environment for employment-creating projects to be successful.

Strategies, including lessons learned, and the proposed programme

The DAO funds will support two components of the Programme

Component: Youth Employment through Micro & Small Business Development

Micro & Small Businesses are one of the main mechanisms for youth employment in the Sierra Leone economy. The project will provide support through three main interventions: - 1). The development of supportive policies e.g. taxation on commodities such as solar equipment; 2) the establishment of support services that will mentor the youth to successfully start-up and operate their own business and 3) support to 1,000 youth to successfully operate their own enterprise.

Component strategy:

The component strategy has three elements:

- 1) Support to establishment of Enterprise Development Service in each district. EDS providers and mentors will be recruited to provide training and support to start-up and existing youth-led businesses
- 2) Support provided to 1,000 youth to develop a sustainable income through the development of micro/very small enterprises in innovative projects based on lessons learned. The interventions will be delivered by specially selected implementing partners.
- 3) Establish Careers advice and placement services: This service has been established in 2 universities. It will be expanded to all the universities and eventually, to all the Technical and Vocational Training institution (TVET) and secondary schools. In 2012 there will be careers advice available in the four university campuses, 9 TVET centres and one careers advice session in the 130 senior secondary schools.

With the DAO funds the targets are:

- Enterprise Service Support Centers established and operational in all the districts, providing business skills training and business start-up mentoring to youth-led MSEs
- 20 youth-serving NGOs are trained in providing business development skills training and business start-up mentoring support to youth-led MSEs
- 1,000 youth engaged in their own enterprises
- 13 Career Advice and Placement Services (CAPS) operational in 4 university campuses and 9 TVET Colleges

- Careers advice sessions in each senior secondary school
- 50 university graduates in graduate-employment scheme
- 200 youth in internship

Component: Youth Empowerment:

Youth are very sensitive about their inclusion in decisions that directly affect their lives. Most often they are frustrated at their sense of exclusion. With the Presidential and Parliamentary Elections scheduled for 2012, the need for the positive engagement of youth is critical. The objective of this component is to create an effective national framework for the engagement of youth for peace consolidation. This component will build structures and capacity of the youth to have effective engagement in decision-making at the Chiefdom and District levels and in the targeting of projects that are designed to work with the youth.

Component Strategy:

The structures that enable the youth to be represented in decision-making will be strengthened. Led by the District Youth Officer the Chiefdom and District Youth Councils will be strengthened through awareness initiatives to the adult leadership at these two levels and the training of the youth in such skills and issues as leadership, decision making, democracy and governance structures and systems. The national media will be used to give the youth the opportunity to broadcast their perceptions of issues that directly affect their lives

The programme will support the engagement of 2,000 youth in the physical improvement of sports fields in their own localities (in Freetown, Bo, Makeni and Kenema) and the capacity development to manage the maintenance and on-going use of the sports facilities. The City Councils will facilitate the youth who use the sports facilities to the facilities for improvement.

The programme will partner with NGOs experienced in working with youth groups and youth-led projects to assist the youth to carry out the physical improvements; manage the ongoing maintenance of the facility and organize the manage the daily use of the facility by the youth. Youth will receive training in basic literacy, life skills development and employability.

With the DAO funds the targets are:

- 500 youth trained in leadership skills, peacebuilding, conflict management, and peer-to-peer mediation
- 2,000 youth involved in improving their own sports facilities and involved in local decision-making.
- 50 community sports facilities upgraded by youth in Freetown, Bo, Kenema & Makeni.

Results framework

Joint Vision framework and benchmark

As part of the Joint Vision programme 19 on Youth Development and Employment, this project contributes to the UN Joint Vision's effort to support national institutional set up for overall youth programme coordination and foster environment that links all skills training to labour market and provide transition from vocational training and university studies to work through apprenticeship, internship and placement.

Outcomes

The intended outcomes of UNDP's contribution to programme 19 is to develop coherent in policy and planning; and support to employment-projects and develop basic services that will support youth on their own small scale enterprises.

The deliverables will directly contribute to the UN Joint Vision Programme 19 deliverables as shown below.

Deliverables (outputs)

19.1.1 Youth employment and empowerment policy and strategy

19.1.4. Strengthening of Sector Coordination

19.1.4. Enterprise Service Support Centers established and operational in all the districts, providing business skills training and business start-up mentoring to youth-led MSEs; 20 youth-serving NGOs are trained in providing business development skills training and business start-up mentoring support to youth-led MSEs; 1,000 youth engaged in their own enterprises

19.1.5 Mechanisms for youth representation operational in all districts; 2,000 youth involved in improving their own sports facilities and involved in local decision-making.; 50 community sports facilities upgraded by youth in Freetown, Bo, Kenema & Makeni

19.1.7 Reinforcement of the roles of Youth District Officers

19.1.7 Establishment of Career Advising Services (CAPS) – 13 Career Advice and Placement Services (CAPS) operational in 4 university campuses and 9 TVET Colleges; Careers advice sessions in each senior secondary school; 50 university graduates in graduate-employment scheme; 200 youth in internship

Management and coordination arrangements

The Project Board is responsible for the oversight of the implementation of activities and the achievement of targets. The Board will be composed of senior UNDP officer, project manager representatives from the Ministry of Youth Employment and Sports and the National Youth Commission.

The daily implementation will be the responsibility of the Project Manager (UNDP International staff) on behalf of the Project Board. The Project Manager's prime responsibility will be to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified time and cost. The Project Manager will report to UNDP and the Project Board.

Coordination will be through systems – with Partners through the Partner Group on Employment; with the implementing agencies through the Youth Commission coordination system, and within the UN through the UN Joint Vision Programme 19 group of agencies.

Fund management arrangements

UNDP will be responsible for fund management, procurement and contracts to NGOs and private contractors/consultants. Grants will be given to the Ministry of Youth Employment and Sports and/or the National Youth Commission as dictated by the activities

Monitoring, evaluation and reporting

Monitoring and evaluation will be the collaborative responsibility of UNDP, the National Youth Commission and the MYES. These institutions together will ensure the design, establishment and implementation of an effective M&E system to monitor activities and results of this programme which is directly linked to the Agenda for Change and UN Joint Vision

The project will be monitored through the following:

- On a quarterly basis, a quality assessment shall record progress towards the completion of key activities, based on quality criteria and methods captured in the Quality Management table below.
- Quarterly reports
- Annual Project Review
- Annual Review Report.

Legal Context or Basis of Relationship

The Youth Employment and Empowerment Programme document is the instrument referred to as such in Article 1 of the SBAA between the Government of Sierra Leone and UNDP, signed on the 21st December 1977. Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the executing agency and its personnel and property, and of UNDP's property in the executing agency's custody, rests with the executing agency.

Workplans and budgets (Detailed Budget Attached)

Line #	Line description	Definition of figure to be reflected in US\$
1	Enterprise Development Service Technical Support	110,000
2	Operational Costs of Enterprise Development Service delivery	125,356
3	Technical and financial support enterprise development initiatives (1,000 youth)	330,000
4	CAPS services in 4 university campuses and 9 TVET centres	60,000
5	CAPS advice in senior secondary schools	50,000
6	Interns and graduate placement scheme	100,000
7	Technical and financial support to youth-managed sports facility improvement and youth engagement in decision making (2,000 youth)	73,000
8	Other Direct Costs	16,967
9	Indirect costs	60,573
		925,896



United Nations Development Programme
SIERRA LEONE
 Year: 2010-2014
 Project Number: 77781
 Project Title: Youth Employment and Empowerment

Work Plan and Budget 2012

Expected Output	Key Activities	Planned Budget				
		Descriptions	Total	DAO	BCRP	TRAC
Output 1: Institutional Capacity Development and Policy Development						
	Activity 1.1:					
	Coordination and Dissemination of Lessons Learned	Development of Lessons learned	25,000			25,000
		Printing costs lessons learned publication	10,000			10,000
	Activity 1.2:					
	Monitoring, Evaluation and Data Collection	M&E Advisor consultant (Intl)	50,000			50,000
		Training and systems development	20,000			20,000
		Development of national report on youth	20,000			20,000
		Printing costs of report	10,000			10,000
Output 1: Sub-total:			135,000			135,000
Output 2: Youth Employment through Micro & Small Enterprise Development						
	Activity 2.1:					
	Enterprise skills Development Services	Enterprise Advisor consultant	100,000	100,000		-
			-			
		Travel	10,000	10,000		
			-			
		Operational Costs of enterprise development 1,000 youth in small enterprises	125,356	125,356		
	Activity 2.2:					
	Careers Advice & Placement	CAPS Operational costs	60,000	60,000		
		Careers advice in schools	50,000	50,000		
		Interns (200) & graduate (50) program	100,000	100,000		
Output 2: Sub-total:			873,523	775356	98167	-
Output 3: Youth Empowerment						
	Activity 3.1:					
	Capacity development, dialogue and Social Cohesion	Formation & support of Youth Councils	100,000			100,000
		2,000 youth in sports facility development	73,000	73,000		
Output 3: Sub-total:			173,000	73,000		100,000
Output 4: UNDP Project Support						
	Activity 4					
	Project Management	Programme Manager (P4)	260,000			260,000
		Project Analyst	30,000			30,000
		Driver	13,000			13,000
Office equipment		10,000			10,000	

Expected Output	Key Activities	Planned Budget				
		Descriptions	Total	DAO	BCRP	TRAC
		Office running costs	25,000			25,000
		Office materials	6,005			6,005
		Project vehicle and petrol	10,000			10,000
Output 4: Sub-total:			354,005	0	0	354,005
Totals			1,535,528	848,356	98,167	589,005
ISS 2%			29,795	16,967	1,833	10,995
GMS 7%			60,573	60,573	-	-
GRAND TOTAL			1,625,896	925,896	100,000	600,000