
TERMS OF REFERENCE - Engagement of a consultant to conduct Entrepreneurship Training and Post Training Enterprise Development Support to Delta Youth Employment Program Participants

BACKGROUND

PIND is a Nigerian non-profit Foundation established in 2010 with initial funding by Chevron Corporation to support a portfolio of socio-economic development programs for Nigeria's Niger Delta in order to improve 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' 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 response to the challenge posed by the very high rates of unemployment or underemployment in the Niger Delta, particularly amongst the youth population, PIND after the Niger Delta Youth Employment Pathways (NDYEP) Project commenced the implementation of the Delta Youth Employment Program (YEP) in Delta State in the last quarter of 2020 with a Labour Market Assessment (LMA).

The Program seeks to map the ecosystem of skills development, analyse opportunities for employment creation and develop models of youth job readiness or workforce development that will provide disadvantaged young men and women in Delta State the opportunity to secure sustainable jobs and enterprises. Our approach involves innovative and quality training that prepares selected youth with market-relevant skills and support their transitioning into waged employment or self-employment/entrepreneurship. Technical training will be in target sectors of Agriculture, Construction, Information and Communication Technology (ICT) and Services.

Head Office- Abuja
25 Jimmy Carter, Off Mahmud Ribadu
Off Shehu Shagari Way, Asokoro, Abuja, Nigeria
Phone: +234 (09)2910454

Economic Development Center- Port Harcourt
50 B/C Omerelu Street, GRA Phase 1
Port Harcourt, Rivers State, Nigeria
Phone: +234 (0) 817 2401 581, +234 (0) 9034577987
+234 (0) 8110521802

Economic Development Center- Warri
No. 1 PIND-EDC Drive, Egbokodo-Itsekiri,
Warri, Delta State, Nigeria
Phone: +234 (0) 0817 2401 598,
+234 (0) 9030808794, +234 (0) 9056718980



With an increasingly growing unemployment rate, entrepreneurship has become a key pathway to employment especially for youth. In this regard, PIND is seeking to engage a consultant to provide an entrepreneurship/access to finance and post training enterprise development support to Delta State Youth Employment Program participants.

PURPOSE OF THE ASSIGNMENT

The engaged consultant will be required to conduct sensitization workshops for Delta YEP participants on various business opportunities that exist in selected sectors; entrepreneurship training in line with the approved Central Bank of Nigeria (CBN) curriculum for entrepreneurship programs, certification; assist participants develop fundable business plans; and guide them to complete online registration on the CBN or Nigerian Incentive-Based Risk Sharing System for Agricultural Lending (NIRSAL) platform. Provision of post training business support to the youth participants including access to loans and facilities by government agencies and other financial institutions.

SCOPE OF WORK & SPECIFIC ACTIVITIES

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

- 1. Curriculum Review:** Review existing CBN entrepreneurship training curriculum and make adaptations for PIND Delta YEP suitable for on-site delivery. Such adaptation will meet the minimum standard requirements of CBN.
- 2. Sensitization of Participants:** Conduct one-day sensitization for all participants to give proper orientation to participants and expose them to opportunities for entrepreneurship in the various sectors. Participants will also be screened and matched to business financing options.
- 3. Conduct Training:** Develop a training plan and conduct entrepreneurship training for interested participants including guiding participants to develop bankable business plans, uploading the plans to CBN/NIRSAL platforms to support business applications of the participants. Up to 250 participants could benefit from this course.
- 4. Post Training Support:** Provide post training business support to participants including access to loans and facilities by government agencies and financial institutions, support for business management, access to markets and use of ICT platforms and services for sales and digital marketing. Trained participants will become 'clients' of the business support provider, providing on-going business advisory and mentorship to start their businesses.
- 5. Reporting:** The consultant will report on the outcome of this assignment.

Head Office- Abuja
25 Jimmy Carter, Off Mahmud Ribadu
Off Shehu Shagari Way, Asokoro, Abuja, Nigeria
Phone: +234 (09)2910454

Economic Development Center- Port Harcourt
50 B/C Omerelu Street, GRA Phase 1
Port Harcourt, Rivers State, Nigeria
Phone: +234 (0) 817 2401 581, +234 (0) 9034577987
+234 (0) 8110521802

Economic Development Center- Warri
No. 1 PIND-EDC Drive, Egbokodo-Itsekiri,
Warri, Delta State, Nigeria
Phone: +234 (0) 0817 2401 598,
+234 (0) 9030808794, +234 (0) 9056718980

TIMELINE OF WORK

The following timelines will apply:

S/N	Description of Activity	No of days	Associated Deliverables (Codes)
T1	Readiness assessment – curriculum review and sensitization of participants	2	D1 – Final list of participants and detailed training plan and curriculum
T2	Conduct on-site entrepreneurship training	20	D2 – Adapted entrepreneurship training curriculum; other training materials; and report
T3	In class training and post training support	One month	D2 – Bi-weekly progress reporting
T4	Reporting: Final report	2	D4 – Overall report of the assignment
	Total Duration	24 days	Excluding 1 month post course mentorship

DELIVERABLES

Item	Due date (indicative)	
D1	Readiness assessment – curriculum review and sensitization of participants	Apr. 4 – 8, 2022
D2	Conduct on-site entrepreneurship training	Apr. 11 – May 13, 2022
D3	Post training support & Mentorship	May – Jun. 2022
D4.	Reporting: Final report	May 31, 2022

DURATION & LOCATION OF WORK

The consultant will be engaged for an estimated two months between April and May 2022. The consultant, working alongside the PIND Delta Youth Employment Program team, will be responsible for coordinating and finalizing the reports.

Head Office- Abuja
 25 Jimmy Carter, Off Mahmud Ribadu
 Off Shehu Shagari Way, Asokoro, Abuja, Nigeria
 Phone: +234 (09)2910454

Economic Development Center- Port Harcourt
 50 B/C Omerelu Street, GRA Phase 1
 Port Harcourt, Rivers State, Nigeria
 Phone: +234 (0) 817 2401 581, +234 (0) 9034577987
 +234 (0) 8110521802

Economic Development Center- Warri
 No. 1 PIND-EDC Drive, Egbokodo-Itsekiri,
 Warri, Delta State, Nigeria
 Phone: +234 (0) 0817 2401 598,
 +234 (0) 9030808794, +234 (0) 9056718980

QUALIFICATION

Proposed lead facilitator has a University degree qualification with relevant experience and capacity to conduct entrepreneurship training and provide certification in line with the approved CBN curriculum for entrepreneurship programs. Experience in previous conduct of the assignment and a good understanding of the NDYEP model and framework is certainly desirable. Understanding of Delta State and the Niger Delta context, alongside experience working in the region is important. Candidate should have at least 7 years' work experience with good analytical and writing skills.

REMUNERATION

Consultant will be engaged based on qualifications and commensurable experience in line with the expectations of this assignment.

HOW TO APPLY

Interested consultants are required to submit a recent curriculum vitae along with a brief proposal and statement of capacity to carry out the assignment. The proposal which should also indicate expected professional fees for services, should be emailed to reach procurement@pindfoundation.org not later than **March 17th, 2022**.

Proposals will be technically evaluated on the basis of i) Understanding of scope of work/ToR3, ii) Experience and qualification of consultant and iii) Capability and proposed approach.

Potential consultants would be expected to submit their application alongside the following below stated documents. Without the below documents in place, your application will not be prequalified for evaluation.

Mandatory required items from vendors/consultants who intends to bid any work or service in PIND

1. Means of Personal Identification
2. Résumé in case of a consultant
3. Valid Tax Clearance Certificate
4. Tax Identification Number
5. Full physical contact address
6. Bank Reference Letter

Head Office- Abuja
25 Jimmy Carter, Off Mahmud Ribadu
Off Shehu Shagari Way, Asokoro, Abuja, Nigeria
Phone: +234 (09)2910454

Economic Development Center- Port Harcourt
50 B/C Omerelu Street, GRA Phase 1
Port Harcourt, Rivers State, Nigeria
Phone: +234 (0) 817 2401 581, +234 (0) 9034577987
+234 (0) 8110521802

Economic Development Center- Warri
No. 1 PIND-EDC Drive, Egbokodo-Itsekiri,
Warri, Delta State, Nigeria
Phone: +234 (0) 0817 2401 598,
+234 (0) 9030808794, +234 (0) 9056718980

