**TERMS OF REFERENCE**

**Consultant for Needs and Mapping Assessment**

**Contract Identification No.: M4Y-1-CS-INDV**

**Municipalities for Youth in Kosovo Project**

1. **Background**

The Government of Kosovo (GoK) has received a grant in the amount of US$ 2.79 from the Japan Social Development Fund, administered by the World Bank, to support socioeconomic inclusion of marginalized youth in Kosovo. The grant is being implemented by a Project Management Unit (PMU) in the Ministry of Local Government (MLG). The Municipalities for Youth (M4Y) in Kosovo project aims to improve cooperation and trust between youth and local governments by enabling local governments to address youth socioeconomic needs through better-targeted youth initiatives and services. Building on the Municipal Performance Management System (MPMS) – a performance-based incentive grant system implemented by MLGA to provide financing for municipal capital investments, the M4Y project will earmark funds to selected municipalities for youth-driven and youth-selected subprojects with the purpose of improving the delivery of youth-related small infrastructure and services at the community level.

The M4Y is predicated on a demand-driven approach to local youth programming. All initiatives prioritized for funding will be identified by youth through a participatory planning process that involves targeted beneficiaries, community stakeholders and local governments. **The objective of the M4Y is to improve the socioeconomic inclusion of at least 3,000 marginalized youth in vulnerable communities in Kosovo through youth-driven civic engagement and skills building activities.** The project will be implemented in minimum 10 municipalities across Kosovo and include municipalities from minorities. Within selected municipalities, the project will target about 50 vulnerable communities to benefit from the positive and productive engagement of local youth. The project will complement the IDA-funded Connecting Youth Project (CYP) with a proposed budget of US$20 million. The two projects will have geographical overlap in 10 municipalities (CYP will cover all 38 municipalities), coordinated outreach activities and M&E systems with aligned indicators.

The project is structured around 3 components, implemented over a period of 3 years. The project is designed around principles of inclusion and gender equity and will therefore seek to empower marginalized youth and women to participate.

1. **Objective of Assignment**

Vulnerability and social exclusion risks in Kosovo are associated with ethnicity, material deprivation, exposure to conflict/displacement and lack of human capital. While youth from all communities are reported to be disillusioned with their future, youth from vulnerable communities face additional challenges in accessing opportunities. Within selected municipalities, the project will target about 50 vulnerable and /or underserved communities to benefit from the positive and productive engagement of local youth.

The objective of this assignment is to carry out an objective needs and mapping assessment in 10 pre-selected municipalities to (i) determine the vulnerable communities that will benefit from the project, (ii) identify the specific vulnerable groups in the communities, including the types and intensities of their vulnerabilities, and (iii) determine youth service needs and existing opportunities for involvement in community development. The assessment will provide a prioritized list of communities based on the following criteria: (i) large demand for, and limited supply of, youth services; (ii) a high concentration of poverty, ethnic minorities, IDPs and/or returnees; (iii) a history of ethnic tensions; (iv) risks/incidence of violence, radicalization, and recruitment; and (v) located in rural or peri-urban areas. Prioritization will be given to communities that meet multiple vulnerability criteria as described in the project operations manual (POM).

1. **Scope of Work and Tasks**

To achieve the above objective, the Consultant will use mix methods research to collect secondary and primary data and will provide a robust community prioritization methodology based on objective and verifiable vulnerability scores. The objective assessment will inform the participatory needs and mapping assessment conducted to identify specific needs in selected vulnerable communities as part of subgrants program. The consultant will receive support from MLG in gathering secondary data and organizing interviews with key informants in relevant municipal departments and state agencies.

Main activities and tasks for this assignment include the following:

1. **Methodology for prioritization of vulnerable communities in 10 M4Y participating municipalities**

Develop a robust methodology for prioritizing vulnerable communities in M4Y municipalities by applying and refining the vulnerability criteria described in the POM. Provide definition of each criteria, method of data collection and scoring method. Municipalities are divided into 5 community funds distribution bands based on the size of their youth population. Number of eligible communities per municipality is dependent on its distribution band. The Consultant will provide a list of proposed communities based on the verifiable and transparent prioritization methodology.

1. **Description and mapping of identified vulnerable communities**

Once identified, the Consultant will prepare a community profile for each proposed community, which will include: a) sociodemographic data (population, youth segment, minority, IDP/returnee concentration, income levels and sources); b) fragility data (history of ethnic conflict and radicalization); and c) a map of actively used youth services (by age, gender and socioeconomic status) and service gaps identified by youth.

1. **Guidance and materials for participatory needs and mapping assessment activities**

The community profiles developed under task 2 will serve as a basis for the participatory needs and mapping assessment activities conducted with youth during the subproject preparation phase. In task 3, the emphasis is on distilling this information into simple and visual workshop material that can be used for engaging hard-to-reach youth into provide additional information about youth needs and existing youth-friendly infrastructure services in their communities. The Consultant will provide concrete recommendations on the use of the didactic material.

1. **Stages**

The study will be carried out in the following stages:

1. Desk review: literature review and data gathering from secondary sources, identification of necessary primary sources

2. Methodology design: define prioritization criteria to be used, develop data collection methodology and community prioritization methodology

3. Field work: primary data gathering from relevant government institutions (e.g., Kosovo Agency of Statistics, Ministry of Communities and Returns and local Centers for Social Work), news reports and key informant interviews with topic experts (peace and security)

4. List of prioritized communities: production of prioritization matrix with clear vulnerability score, list of proposed vulnerable communities per municipality

5. Community profiles: development of community profiles with descriptions of key findings

6. Workshop material: production of a concise summary of findings in visual and easily understood workshop materials

1. **Deliverables**

The expected deliverables and timeframes are:

1. Inception report outlining proposed criteria definitions, primary data collection methodology and community prioritization methodology by November , 2020
2. Revised inception report based on MLGA PMU comments by November, 2020
3. Short report on proposed selection of communities describing conducted field work, data analysis and prioritization matrix by December , 2020
4. Revised report on selection of communities based on MLG PMU comments by December, 2020
5. Community profiles and workshop materials by November, 2020
6. Revised community profiles and workshop materials based on MLGA PMU comments by December 2020

1. **Qualification criteria**
* University degree, or above, in social sciences;
* Proven knowledge about vulnerable communities in Kosovo;
* Experience in social science research, mixed method research, prioritization mythologies;
* Local experience with data collection from Kosovo government institutions at national and local level;
* Proven ability to work with youth and youth stakeholders at municipal and community level;
* Proven report writing and workshop material development skills;
* Excellent knowledge of Albanian, Serbian and English language.

VII. **Reporting, Level of effort and duration**

The selected consultant will be contracted by the MLG, the implementing agency, with an estimated start date of October, 2020 and total duration of 3 months. The estimated level of effort for this assignment is 40 person days.

The Consultant for Needs and Mapping Assessment will report to the M4Y Project Coordinator & Project Director or a person, to whom these authorities delegated. This is a lump sum contract.

**Selection process:**

Individual Consultant/s will be selected in accordance with the Bank’s “Procurement Regulations for IPF Borrowers” (July 2016-Revised November 2017 and August 2018) (“Procurement Regulations”), which can be found at the following website: www.worldbank.org based on an open call for Individual Consultants (IC) Selection and is open to all eligible individuals as defined in the Procurement Regulations.