



TERMS OF REFERENCE (TORs)

I. Title: Baseline study for the MINDS Youth Programme in Elections and Governance

II. Background

According to an African Union report released in 2012, 60% of the one billion people in Africa are youth under the age of 35 years. This huge percentage is, however, never translated into any significant action that could determine the outcome of leadership through elections. In fact, youth have been accused of being apathetic in elections. As a result, they do not capitalize on their superior numbers to influence decisions that could improve their situation with regards to issues directly impacting their lives such as employment, access to leadership positions, opportunities for education and/or skills development, and access to resources.

African youth constitute an important group whose demographic superiority, if leveraged, could determine the outcome of elections and quality of leadership and governance across the continent. MINDS believes that youth's active participation in governance processes, and ongoing engagement with leadership and governance processes can potentially hasten the transformation of the continent to realize the socio-economic and political progress needed to improve conditions and living standards of African societies. To this end, MINDS launched the Youth Programme in Elections and Governance (YPE&G) following the receipt of a grant from Norway's Ministry of Foreign Affairs through the Royal Norwegian Embassy in South Africa. The programme targets young people between the ages of 18 and 45 years.

The YPE&G has run for three years from 2014 to 2016. During that period, two main activities were implemented namely; the annual youth dialogue and civic education training workshops in elections and governance. These platforms were created by MINDS to enable young people in Africa, especially those who have shown potential or interest in leadership, to meet and debate governance and leadership related issues with a view to developing authentic African solutions to African problems. The activities also aimed to increase the number of young people peacefully and actively participating in African elections and governance processes based on an appreciation of the significance of their demographic superiority.

An independent review of the YPE&G conducted in 2016 assessed, among other things, the programme's effectiveness in influencing the participation of African youth in elections and governance. Though the review found the programme timely, relevant and potentially sustainable,



it also recommended that a baseline study be carried out to enable MINDS to re-design the programme to maximize its effectiveness.

III. Overall objective (s) of the baseline study

The main objective of the baseline study is to provide an understanding of youth participation in elections and governance in Africa with the aim of clarifying the gaps to be filled or opportunities to be harnessed by the MINDS YPE&G in order to increase, both quantitatively and qualitatively, the meaningful participation of African youth in elections and governance. The study should provide a factual, evidence-based report on, amongst other things:

- The socio-economic factors affecting youth participation in elections and governance.
- The categories, functions and scope of work of the actors already working at a continental level to enhance youth participation in elections and governance in Africa.
- The advocacy strategies and engagement methods used to encourage African youth to participate in civic life broadly and in elections in particular.
- The effectiveness of abovementioned intervention strategies and engagement methods including examples of evidence-based best practice models.
- The effectiveness of focused approaches in comparison to non-focused approaches (e.g. focusing on specific age groups vs. an all-inclusive approach).
- Evidence of any opportunities or gaps for an additional initiative in encouraging meaningful youth participation in elections and governance.

The findings of this study will provide information that can be used to re-design the MINDS Youth Program in Elections and Governance. This information will also be used as a base against which the effectiveness of the Youth Program can be monitored and assessed.

IV. Scope of research/ study

The geographic scope of the study includes all 54 countries on the African continent. The study will attempt to answer the following key research questions:

1. Which socio-economic factors affect (enable and inhibit) meaningful youth participation in elections and governance in Africa?
2. Which stakeholders are working (at continental, regional and national levels) to enhance youth participation in elections and governance in Africa and what is the nature and scope of their work?



3. Which advocacy and engagement strategies have had a relatively high success rate in shifting the perceptions, attitudes and behavior of African youth in relation to participation in elections and governance, and why?
4. What high impact opportunities or gaps exist for increasing youth participation in elections and governance in Africa?
5. Which demographic categories would facilitate a focused approach for maximum impact in encouraging youth participation in elections and governance?

V. Research methodology

MINDS invites the Consultant to submit a proposal detailing the research methodology to be applied in conducting the study. On review and approval of the research methodology, the TORs will be updated to reflect the agreed methodology prior to contracting.

VIII. Expected outputs and delivery timelines

The study will culminate in a research report detailing the findings of the research. It should take no longer than three (3) months to successfully complete the study and submit all of the agreed outputs. The Consultant must submit in their proposal a detailed overview/ project plan of the expected outputs, milestones and timelines for the study.

VI. Ownership rights

The outputs/ work produced shall become property of MINDS in its entirety and may not be presented and/ or published whatsoever without written permission from MINDS. The 'work produced' includes all of the documentation listed as outputs listed in section VI above as well as:

- Data collection tools developed and used for the project.
- Responses from research subjects including focus groups.
- Analytical data outputs.
- Draft versions of the report that are submitted to MINDS.
- The final version of the report.
- An Engagement Summary Report detailing the lessons learnt from the engagement.



VII. Role of the appointed Consultant

- Sign the contract, perform the activities as per the terms above and submit all outputs according to the stipulated timeline. Failure to adhere to stipulated timelines will attract penalties of at least 10% of the contracted amount.
- Collect and analyze data, produce a draft report, edit and submit draft report within the stipulated timeline.
- Revise and edit draft report integrating feedback by MINDS and submit final copy in word and PDF formats as per the stipulated timeline.
- Present the findings of the study to MINDS.
- The Consultant undertakes NOT to plagiarize any of the contents of the research report. The research organization undertakes to reference each and every component of the research paper that does not belong to them (the Consultant), and to adhere strictly and consistently to an internationally accepted academic referencing style.

VIII. Role of MINDS

- Prior to contracting, MINDS will update the Terms of Reference to include specific details as per discussions held with the appointed Consultant.
- Support the Consultant by facilitating access to information/ materials from sources that MINDS may have access to. This entails responding timeously to the research organization's queries/ suggestions and offering any reasonable support that may be required. Reasonable support shall refer to things that MINDS may be able to assist with, without spending much time and funds than was allocated for the activity e.g. giving contacts/ references or emailing a document in MINDS possession that may be required by the research organization; and timely provision of feedback as required. (Timely provision of feedback means within a period of not more than five days).
- Make the necessary payments as agreed and stipulated in the contract in reasonable time.
- Review the draft and final versions of the report and provide feedback timeously.

IX. Budget/ Payments

The all-inclusive budget for this study is USD 36 000. A payment schedule will be agreed with the Consultant on approval of the project plan. The Consultant is responsible for managing the funds to cater to any and all expenditure required to deliver the agreed outputs. The Consultant cannot invoice MINDS for any further expenses under this agreement.

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