

TERMS OF REFERENCE

Technical Assistance to support the BAPPENAS for the development of Youth Development Index within Indonesia Context	
Hiring Office:	UNFPA Indonesia CO
Purpose of consultancy:	<p>The National Development Planning Agency (BAPPENAS) is in the process of Developing a Youth Development Index for Indonesia. This process will be conducted in collaboration with the Ministry of Youth and Sports (MoYS) and UNFPA Indonesia who are providing both financial and technical assistance. The Youth Development Index (YDI) is a tool that measures development equalities, including, but not limited to, health, education, social, cultural and economic equality. The tool will provide the quantitative assessment to measure progress made in several thematic areas that align with the national policies of Indonesia (the topic of thematic areas will be decided based on discussion with Bappenas and MoYS). The YDI will provide disaggregated data - at least - by age, sex and province. It will triangulated information to inform the national status in reference to the regional and international commitments including Sustainable Development Goals (SDGs) that covers the unfinished agenda of the International Conference of Population and Development (ICPD).</p> <p>Objective of the Youth Development Index:</p> <ul style="list-style-type: none"> • To provide Indonesia with indicators and information on the status of Youth Development through the YDI. It will help the Government to develop youth policies for ensuring that the demographic dividend will indeed become a bonus for Indonesia. • To compare the achievement of Youth Development in Indonesia with other countries and to advocate for national commitment to implement international, regional and national agreements, including Youth Law number 40 year 2009, National Medium Term Development Plan (RPJMN) 2016-2019 and SDGs. • To identify the development gaps among young people¹ that exist in all the sectors of development. <p>Therefore, UNFPA will hire both an international and a national consultant, who will work as a team, to support Bappenas and MoYS to develop the YDI report. The international consultant will act as the team leader and lead report writer. He/she will be supported by a national consultant.</p>
Scope of work: (Description of services, activities, or outputs)	<p>The main result of the consultancy is a report on YDI in Indonesia within the perspective of demographic dividend. The work will include a critical review of indicators generated through various national sources to produce the YDI and to enable effective youth development planning.</p>

¹ The UN describes adolescents as persons aged 10-19 years and youth as those between 15 – 24 years. Together, adolescents and youth are referred to as young people, encompassing the ages of 10-24 years.

Duties and Responsibilities:

Working under the guidance of the Bappenas, and closely with the core team of YDI development that consists of MoYS, Statistics Indonesia (BPS) and other stakeholders (to be decided by Bappenas, MoYS and UNFPA), the consultant will undertake the following tasks:

The Team Leader:

1. Analyse the data and respective indicators that should be included in the YDI in accordance with the international, regional and national commitments, including RPJMN 2016-2019 and SDGs. The index will be the reference for national stakeholders to develop policies and programmes to ensure that the demographic dividend will indeed become a bonus for Indonesia.
2. Provide technical advice in the consultative meetings with national stakeholders on the data availability and quality to select indicators for the index. Review the national SDG indicators to be used as part of the index. Ensure adherence and alignment to Youth Law, RPJMN and SDGs expectations.
3. Develop the tools and methods to be utilised for analyzing the existing data collection in the development of the National YDI. Design disaggregated data reporting format (tools) at least by age, sex and province as required in the reporting instrument of YDI. As the YDI needs to be repeated at regular intervals, the consultant should provides recommendation on tools and methods of regular data collection.
4. Analyse the existing data, information, and identify gaps in the process. Provide recommendations towards closing the gaps identified in the existing data.
5. Produce and present the first draft of the YDI to national stakeholders for validation
6. Revise the draft Index based on inputs and suggestion from the national stakeholders into the final report.
7. Submit the validated final report (English version) to the Bappenas

The Team Member:

1. Provide technical inputs, particularly within the Indonesia context, for the indicators that should be included in the YDI in accordance with the international, regional and national commitments, including RPJMN 2016-2019, and SDGs. The index will be the reference for national stakeholders to develop policies and programmes to ensure that the demographic dividend will indeed become a bonus for Indonesia.
2. Provide technical inputs, particularly within the Indonesia context, on the tools and methods to be utilised for the development of the National YDI. The YDI will provide disaggregated data - at least - by age, sex and province. Identify the kind of data that can be obtained at the provincial and the mechanisms that should be used to collect the data.
3. Facilitate consultative meetings with national stakeholders on the data availability and quality to select indicators for the index. Review the national SDG indicators to be used as part of the index. Ensure adherence and alignment to Youth Law, RPJMN and SDGs.
4. Collect existing data and information.

	<div>5. Compute the Indonesia YDI using the Youth Development Status Index template.</div> <div>6. Support the team leader to in analysing the collected data, information and identify gaps in the process. Provide recommendations towards closing the gaps identified in the existing data. Provide technical inputs, particularly in the Indonesian context, to ensure that the analysis and recommendations are relevant can be implemented and used at national and provincial levels.</div> <div>7. Document the consultation and data collection process, highlighting the challenges and adaptive management of the process. Ensure that the collected information and inputs are reflected in the YDI report.</div> <div>8. Translate the YDI report into Bahasa Indonesia, based on the English version, and submit the validated final report (Indonesian version) to Bappenas</div>									
Duration and working schedule:	The consultancy will be 30 working days in length, and may take place at any time between August and September 2016.									
Place where services are to be delivered:	Jakarta, Indonesia									
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<div>The YDI report should clearly outline the extent to which Indonesia has advanced youth development programmes by promoting the participation and leadership capacities of young people, respecting the diversity and disparities of groups of young people in Indonesia, promoting gender equality, and addressing the empowerment of young people in Indonesia. The consultants therefore should complete the following deliverables within the agreed upon time frame:</div> <div>1. An inception report, outlining methodology, work plan or schedule of deliverables, a structure and outline of the report, and indicate the data sources, software to be used for analysis and presentation.</div> <div>2. A draft of the YDI report with data presented in a wall chart with a list of development indicators.</div> <div>3. Produce and present the final YDI Report (hard and soft) copies.</div>									
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<table><tr><th>No</th><th>Activities</th><th>Location</th></tr><tr><td>1.</td><td>Analyse the indicators that should be included in the YDI in accordance with the international, regional and national commitments. This includes:<div><div>a. Ensure adherence and alignment to Youth Law, RPJMN and the SDGs expectations.</div><div>b. Facilitate consultative meetings with national stakeholders on the data availability and quality to select indicators for the index.</div></div></td><td>Home based and in Jakarta (both consultants)</td></tr><tr><td>2</td><td>Develop tools and methods to be utilised for the development of the YDI for data collection.</td><td>Home based</td></tr></table>	No	Activities	Location	1.	Analyse the indicators that should be included in the YDI in accordance with the international, regional and national commitments. This includes: <div><div>a. Ensure adherence and alignment to Youth Law, RPJMN and the SDGs expectations.</div><div>b. Facilitate consultative meetings with national stakeholders on the data availability and quality to select indicators for the index.</div></div>	Home based and in Jakarta (both consultants)	2	Develop tools and methods to be utilised for the development of the YDI for data collection.	Home based
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1.	Analyse the indicators that should be included in the YDI in accordance with the international, regional and national commitments. This includes: <div><div>a. Ensure adherence and alignment to Youth Law, RPJMN and the SDGs expectations.</div><div>b. Facilitate consultative meetings with national stakeholders on the data availability and quality to select indicators for the index.</div></div>	Home based and in Jakarta (both consultants)								
2	Develop tools and methods to be utilised for the development of the YDI for data collection.	Home based								

		<p>This includes:</p> <ul style="list-style-type: none"> a. Identifying the kinds of data that can be obtained at the provincial level and the mechanisms for obtaining the data. b. Design disaggregated data reporting format (tools) – at least by age, sex and province - as required in the reporting instrument (Youth Development Index). 	
	3	<p>Collect the existing data and information. This includes:</p> <ul style="list-style-type: none"> a. Compute the Indonesia YDI 	Done by the National Consultant in Jakarta
	4	<p>Conduct an analysis of the existing data and information and identify the remaining gaps in the process. Provide recommendations towards closing the gaps identified in the existing data. This includes:</p> <ul style="list-style-type: none"> a. Document the consultation and data collection process, highlighting the challenges and adaptive management of the process. 	Home based
	5	Produce and present the first draft of the YDI to national stakeholders for validation and incorporation of inputs into the final report	Done by both consultants, Home based and Jakarta
	6	Revise the validated final reports to the Bappenas	Home based
Supervisory arrangements:	Under the overall guidance of the UNFPA Representative and under the direct supervision of the National Programme Officer (NPO) on Youth and ASRH.		
Expected travel:	To Jakarta for international consultant and for national consultant who resides outside Jabodetabek.		
Required expertise, qualifications and competencies, including language requirements:	<p>International Consultant:</p> <ul style="list-style-type: none"> • An advanced degree (Ph.D is preferable) in demography and population studies, social sciences, statistics, gender and development studies, any other relevant area. • Proven experience in developing statistical tools, indices, indicators, and M&E, specifically consulting assignments with international organizations or development agencies, including in capacity of Team Leader • Extensive previous experience of statistical data collection, analysis, manipulation and presentation using statistical software. • Familiarity with UNFPA's work and mandate. Knowledge of the broader issues related to on youth leadership and participation, sexual and reproductive health among young people, population, human rights, and gender issues. • Familiarity and experience of working in Indonesia. • Excellent analytical, communication and writing skills 		

	<ul style="list-style-type: none"> • Good management skills and ability to work with multi-disciplinary and multi-cultural teams. <p>National Consultant:</p> <ul style="list-style-type: none"> • An advanced degree (Ph.D is preferable) in demography and population studies, social sciences, statistics, gender and development studies, any other relevant area. • Proven experience in developing statistical tools, indices, indicators, and M&E. • Extensive previous experience of statistical data collection, analysis, manipulation and presentation using statistical software. • Familiarity with UNFPA's work and mandate. Knowledge of the broader issues related to on youth leadership and participation, sexual and reproductive health among young people, population, human rights, and gender issues. • Familiarity working with government institutions, NGOs and young people will be an advantage. • Excellent analytical, communication and writing skills in Bahasa Indonesia and English.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	With the support of UNFPA, BAPPENAS will organize consultative meetings with government institutions, NGOs, and youth networks. The methodology in organizing the meetings will be in consultation with the consultant.
Other relevant information or special conditions, if any:	