

**Education Development Center, Inc**  
**Skill Trainings for Afghan Youth (STAY Positive)**  
**Youth Networking and Community Engagement (YNCE)**  
**SCOPE OF WORK**

**April, 2011**

**Introduction:**

For STAY Positive, “Youth Networking & Community” will refer to activities that provide out-of-school Afghan youth (ages 15-24) with opportunities to engage positively in their communities, to socialize and work together, and to learn basic concepts of and strategies for civic responsibility and local governance. They do so through community development projects that contextualize short-term leadership trainings and basic education, life skills, and workforce readiness lessons delivered in Non formal Education and Work Force and Employment Opportunities elements.

The approach STAY Positive will use in delivering youth networking and engagement activities involves the following lines of activity:

- **Integrated Programmatic Approach.** The youth networking and engagement activities will be integrated into each of the delivery models utilized in the STAY Positive project; one to three days per month will be devoted to a relevant youth networking and/or community engagement activity. The activity to be implemented could be as short as one hour or as long as one day with the remaining period of the allocated time devoted to identifying and planning the activity, orientation and preparation, and developing a brief action plan. Small grants could be utilized to subsidize the activity.
- **Built on Existing Assets and Resources.** The youth networking and engagement facilitator and accompanying instructional packages/materials will be based on an adaptation of existing EDC and/or other donor or NGO/CBO youth training materials, government and other infrastructure, partnerships, and physical spaces.
- **Consultations and Partnerships.** STAY Positive will consult and partner with government ministries (Education, MoLSAMD, and Deputy Ministry of Youth Affairs), youth directorates, community coordinating bodies, and local NGO/CBOs in all community networking and engagement activities.
- **Development-Based Approach to Youth Development.** STAY Positive views youth as having knowledge and abilities and will provide networking and engagement activities that enhance both the personal and skill development of the youth. The following will characterize the positive, assets-based approach:
  - a. Create an environment in which the “class” feels more like a community gathering;
  - b. Sensory/kinesthetic activities;
  - c. Practical, applied activities;

- d. Enjoyable and fun (to reduce depression) - Stay positive.
- e. Games and icebreakers (communication skills and other skills);
- f. Practice of critical thinking and analytic skills;
- g. Role play, dialogues and theater/drama;
- h. Skills application mimic what will be used in work, family, and community life; and
- i. Production of learner generated materials.

**Objectives:** *The objective of this element is to strengthen ability of out-of-school youth to network and actively and positively participate in their communities.*

**Activities/Deliverables:**

**Activity 1: Basic Education and Life Skills Service-Learning**

- This activity enlivens basic education, life skills, and work readiness trainings by contextualizing lessons through experiential activities within youth's communities
- A short-term Afghan consultant will be needed to design community outreach/service activities that contextualize select lessons in basic education, life skills, and work readiness curricula. In addition to experiential activities/assignments, the curriculum should also include prompts that the facilitator may follow to help learners reflect on the process, experience, and impact of learning through service. This curriculum developer must work in tandem with the basic education/life skills curriculum developers/modifiers to ensure smooth integration and cultural relevancy of these activities.
- For example, if students are learning the letters of Pashto alphabet, they receive guided practice from the facilitator. As independent practice, learners are presented with the task of creating alphabet cards or posters for local schools. These activities are to reinforce the importance of the skills in real life, portray youth in a positive light to their communities, extend importance of lessons vicariously to other community members, and hold learners accountable for their learning beyond the facilitator and personal gains. These activities, which may be conducted in teams, also reinforce life skills, such as communication, teamwork, organization, timeliness, responsibility. The Basic Education team has a list of other activities for reading, listening, and numeracy based on learner level.
- Service-learning should be used to describe these activities so that learners understand that they are learning while addressing community needs.
- Students will be invited to participate in the Youth Clubs (see below). In this activity, they receive focused training on responsibility, communication, unity, teambuilding, getting along, etc. They design and implement youth-led initiatives but they are not based in literacy/numeracy and other skills, but rather civic skills. If learners achieve minimal literacy and complete the Youth Club training and project, they will be eligible to take part in LYC training (described below)
- Two short-term Afghan trainers would be needed to work with the basic education curriculum development team and trainers to conduct a two-day ToT for district-based facilitators. These individuals may be the same as the curriculum developers for this integration piece.

## **Activity 2: Youth Clubs, Trainings, and Youth-Led Initiatives (Community-based Service-Learning)**

- Youth clubs will be developed to target non-literate and low-literate youth whose communities' do not have a functioning LYC, who may be benefitting from STAY Positive's Basic Education and Workforce Development activities, and/or are restricted from joining an existing LYC due to age, education, or membership fees. These youth are mostly in rural districts.
- 3 communities in cities/districts (9 total for each district (Kandahar City and Dand are combined)) will be targeted each year.
- Target communities should be determined in consultation with local partners, particularly those already visited by YICC representatives and with consideration of security realities at the time
- Only 20 males and 20 females per community will be permitted to take part in each training cycle. They will be selected randomly from those interested and permitted. Initial enrollment may be less with the understanding that word-of-mouth and positive outcomes will increase popularity.
- Youth Clubs will gather for two hours, once a week, for four weeks to discuss topics such as unity, honesty, peace, responsibility, charity, and respect, and will be framed by Islamic values.
- Youth teams will receive monitoring visits once a week for the subsequent four weeks from the facilitator to support their initiatives. These chats will ask participants to reflect on how they are putting into practice their lessons, what problems they have encountered and how to solve them, how is organization and scheduling of event coming, and to allow for financial monitoring. This may be conducted via ICTs such as mobile phone calls or SMS texting. This permits the maintenance of a high-touch, personalized program and might prove particularly useful if security or weather conditions limit access.
- Youth clubs will be held as a "picnic" where tea and snacks will be provided as negotiated with Maliks, shuras, mullahs during the community mobilization period. Community incentives should be provided to be shared (e.g., sports equipment, a chlorine filters for water, detergents/soaps)
- A curriculum will be created on these topics for facilitators to follow. However, the training will not utilize printed materials so that any youth may participate.
- One male and one female community mobilizer/facilitator per district who has been trained by local partners will conduct the trainings. The facilitator will need to be a district-based staff member to ensure community entry and familiarity.
- The training will culminate in youth's design and implementation of youth-led community service initiatives. These initiatives will be completed in teams. Each team may receive \$350 to conduct the initiative.
- A new training will take place every two months after the community engagement projects from the previous cycle have been completed. Five trainings will be held each year in each targeted community. Two months are not scheduled to account for Ramadan, elections, and other events.
- Youth Clubs will one day a week (e.g., Fridays after prayers) to be determined by during community mobilization. Boys' clubs may meet at the community mosque and girls may meet in a private residence, guest house, or community area (e.g., park) if culturally

appropriate and weather permits. The informal nature of the trainings and small number of participants at one time allows for flexibility by community.

- Once a year, STAY Positive will sponsor a Youth Initiative Celebration Day in each district where select youth service projects from the previous year are recognized. One male team and one female team will receive prizes for the greatest community impact, greatest youth volunteer involvement, and most sustained project. For example, they may receive sports equipment, solar powered lamps, radios, or additional resources to continue their projects.
- Youth who complete the youth club project and three months of the Basic Education, Life Skills, Workforce Development program, or demonstrate equivalent level of literacy/numeracy, will be invited to form the founding leadership body of the community's new LYC and be eligible to receive the LYC Capacity Building Training.
- Possible community development/service activities include planting a community garden, creating a sports club, using video to do an oral history project with community elders, cultural awareness projects/events (e.g., poetry recitation), developing theater skits that carry positive messages, cooking for elderly or infirmed community members, or mending clothes for orphans).
- Facilitators will meet individually with each youth after initiative completion to discuss their future learning and civic engagement plans
- After each training cycle, the most promising youth will be selected to be peer coaches the following training cycle. This approach aims to build a cohort of trainers in each community and will permit STAY Positive facilitators to move into additional communities in Year 2. However, at this period, the same 10 communities in each district will be targeted throughout the currently scheduled life of the STAY Positive grant.
- Youth participants may draw from other youth as volunteers thereby advertising the Youth Club activities and building a cohort of participants in the next cycle.
- Trainings will be scheduled so as not to coincide with STAY Positive's Basic Education and Life Skills training.
- STAY Positive will hire a full-time Kabul-based LYC program coordinator.

### *Youth Club Targets*

<b>Provinces &amp; Districts</b>	<b>Targeted Communities</b>	<b>Trainings per District</b>	<b>Participants per District</b>	<b>Youth-Led Initiatives per District</b>	<b>Non-participant Youth Volunteers</b>
	3 per District	5/year per Community	20 male, 20 female per training	Teams of 5	10 per initiative
<u>Nangarhar</u> <ul style="list-style-type: none"> <li>• Jalalabad City</li> <li>• Shinwary</li> <li>• Bihsud</li> </ul>	9	45	1,800 (900 male, 900 female)	360	3,600

<u>Helmand</u>	9	45	1,800 (900 male, 900 female)	360	3,600
<ul style="list-style-type: none"> <li>• Grishk</li> <li>• Nawa</li> <li>• Lashkarga</li> </ul>					
<u>Kandahar</u>	9	45	1,800 (900 male, 900 female)	360	3,600
<ul style="list-style-type: none"> <li>• Daman</li> <li>• Arghandab</li> <li>• Dand/Kandahar City</li> </ul>					
<b>TOTAL</b>	<b>27</b>	<b>135</b>	<b>5,400</b> <b>(2700 male,</b> <b>2700</b> <b>female)</b>	<b>1,080</b>	<b>10,800</b>

\*Same communities and targets for Year 1 and Year 2. The above represents Year 1 only.

### **Activity 3: Local Youth Council (LYC) Organizational Capacity Building Training & Community Engagement Action Plan**

- This activity aims to build the capacity of existing Local Youth Councils (LYC) through a 10-day (non-consecutive), three-phase training focusing on civic responsibility, organizational planning, and action planning with applied community engagement activities.
- Name is to be determined but may include Afghan Youth Community Engagement & Leadership Program (or some variation).
- STAY Positive will target all operating LYCs in the targeted districts. The number of LYCs by gender include: Jalalabad City (10 male, 10 female), Behsood (8 male), and Kandahar City/Dand (20 male). These numbers are current as of 10/5/2010 per the former program director of UN-HABITAT YEP, under which Afghan LYC were established.
- In Year 1, 5 male and 5 female LYCs from Jalalabad, 4 from Behsood, and 10 from Kandahar (as possible) will be trained. In Year 2, the remaining existing LYCs will be trained. New LYCs developed under the Youth Clubs program will be infused upon USAID grant extension.
- A new cohort will begin training every 2 months.
- A curriculum will be developed for the 10-day training and should draw from existing YEP Civic Education modules. However, these modules will be modified to fit a wide-range of education backgrounds and will be supplemented with additional materials as necessary. The YEP curriculum is being shared through Christina Maly's contact at UN-HABITAT. STAY Positive will need to hire short-term curriculum developers to finalize the curriculum and create a trainer's guide.
- The 10-day training will begin with general civic education topics (e.g., leadership, communication, assets-based community development, volunteer recruitment, civic responsibility, conflict resolution, and peacebuilding). This phase will train and engage LYC members in a rapid community-based needs assessment via community mapping, focusing on the needs of youth. These findings will lay the foundation for the

organizational focus and subsequent action plan. Phase 1 training will run about 3 days, not including community mapping data collection and analysis.

- The second phase of the training will include organizational management and business plan topics (e.g., management, strategic planning, budgeting, motivation, fundraising, training others, goals). Phase 2 training will run 4 days.
- The third phase will be a workshop on developing an action plan based on the needs of the community. One action plan for the entire LYC will be developed. The action plan will include a budget of \$5,000 to be divided over four periods (e.g., \$1,000, \$1,000, \$1,000, \$2000). Each period will have measurable/demonstrable milestones that must be reached by the LYC before the next increment is dispersed. LYC must show a match of \$1000 and the design and implementation of three community projects before the last funds are available. These funds will serve as seed funds to sustain the LYC work and allow them to fulfill the present plan. Phase 3 will run 3 days, not including time to actually develop or finalize the plan.
- LYC Action Plans will be expected to details plans of the following (and others): gender representation, use of ICTs (e.g., use of SMS to announce engagement events, organizing computer training classes, creation of LYC website/newsletter, public service announcements on radio), disaster preparedness/first response, fundraising, membership recruitment and elections, three community service projects or youth-oriented programming to addressed pre-identified youth needs, communication plan, how they will work with CDCs and Youth Directorates, and a sustainability plan. All three phases and above action plan items must be completed in six months.
- For those Youth Clubs that are determined to have developed a strong base of youth leaders will be eligible for STAY Positive assistance in the development of a new LYC. YICC experience here will prove invaluable.
- STAY Positive will identify two trainers to deliver ToT in Kabul to local facilitators from Districts. During this training, facilitators will undergo similar training to be delivered to the LYC with the addition of facilitation, monitoring, and coaching modules. It is estimated that the ToT will be 14 days in duration.
- NGO local partners, in consultation with STAY national staff will identify and secure locations where trainings can be held for entire duration. Existing Youth Information and Communication Centres (YICC) could be initial spaces.
- Local facilitators will be determined through partners, most likely YICC. One long-term, full-time facilitator per district will be housed at the YICC in each province.
- STAY Positive will hire a full-time Kabul-based LYC program coordinator who will travel to monitor LYC activities and trainings. Visits will differ as LYC trainings, plans, and activities will differ.
- Ongoing monitoring will be available through facilitators through a combination of face-to-face visits, emails, SMS messaging, etc.

#### **Activity 4: “Afghan Youth Networking & Community Engagement” Conference**

- STAY Positive will organize a yearly “Afghan Youth Networking & Community Engagement” Conference in Kabul (depending on security and access).
- The conference will run 3 days (2 nights)
- Two delegates from each funded LYCs will be eligible to participate in the three-day conference (around 100 total)

- The purpose of the conference is to support inter-tribal, -district, and -province youth networking, to showcase LYC activities, to share ideas and engage in collective problem-solving, and to receive ongoing professional development trainings.
- The conference in provincial level will also take place in the second implementation phase.

**Estimated Project Duration:**

**Phase 1: Months 1-4 (June - Sept 2011)**

This first phase of Component C is characterized by planning/preparation, materials development, recruitment and training of facilitators, and partner identification and agreements. In addition, guidelines and regulations for sub-grants are developed and distributed in the targeted districts. Phase 1 will include:

- Select partner organization to implement the certain YNCE activities.
- Hire coordinators, facilitators, and other district-based project personnel
- Create NGO partner capacity assessment tool
- Identify, visit, and assess district-based INGO and/or Afghan NGO partners
- Develop and delivery capacity building trainings for NGO partners
- Work with partners to clarify scopes of work and responsibilities.
- Identify secure locations where trainings can be held (e.g., YICC)
- Develop guidelines and regulations for management of sub-grants.
- Design and infuse outreach activities for basic education and life skills curricula as appropriate/requested
- Identify topics and length of program, schedule
- Gather and review existing curricula for appropriateness, utility, and areas of modification.
- Develop curricula and training materials.
- Design ToT and provide training.
- Establish provincial office
- Establishment of outcomes, outputs, impacts, and indicators with M&E
- Community mobilization, including recruitment, advertisement, etc.
- Translate, print, and disseminate of materials

**Phase 2: Months 5-18 (October 2011- March 2013)**

The second phase is characterized by implementation of key activities in 3 target communities in Jalalabad City, Shinwari, Behsood, Kandahar City/Dand, Daman, Arghandab, Lashkarga, Grishk, and Nawa Districts and the engagement of participants and volunteers. Phase 2 will include:

- Reconvene advisory council of various stakeholders (Ministry reps, youth, NGO/CBO reps) to provide feedback on design drafts
- Conduct LYC trainings

- Conduct Youth Club trainings
- Conduct NGO partner and facilitator monitoring visits
- Modify training curricula based on partner reports, monitoring visits, and participant feedback
- Collect report on activities, participation numbers, and impact data from partners
- Design and plan youth conference
- Hold youth conference
- Collect final report from partners, including facilitator reflections, curriculum evaluation/recommendations
- Conduct summative internal and external evaluations
- Develop sustainability and replication plan

**Expected Results:**

<b>Activities</b>	<b>Output</b>	<b>Outcome</b>	<b>Impact</b>
Infusion of youth networking and community engagement activities into basic education, life skills, and workforce readiness curriculum and activities	Community-based activities developed to contextualize course content	Youth demonstrate basic education and work readiness skills in community-based activities	Youth enjoy enhanced position within the community and greater sense of efficacy, confidence, and responsibility
	Facilitators trained on infused curriculum		
Build capacity of Local Youth Councils (LYC) to deliver youth-oriented programming	LYC curriculum developed		Youth enjoy enhanced position within the community
	Facilitators trained on LYC curriculum		
	Training delivered to LYCs	LYCs develop and implement youth-oriented programming	
	Linkages created between LYCs and Community Development Councils (CDCs)	LYCs are seen by CDCs as partners in community development	
Youth Clubs established and trained on community engagement	Youth Club training curriculum developed		Youth enjoy enhanced position within the
	Facilitators trained on Youth Club curriculum		

	Youth identified and recruited to establish Youth Clubs	Youth Clubs established	community and new LYCs established
	Training delivered to Youth Clubs	Youth lead community service initiative based on community needs	

**ADDITIONAL INFORMATION:**

1. **Implementation Partner:** STAY Positive will be charged with the overall management, coordination, financial, and monitoring activities at the program level unless otherwise stated. For example, permanent STAY Positive program staff, including the recommended new Coordinators, will oversee district-based facilitators, part-time trainers and training package specialists. STAY national program staff will identify and assess Afghan youth-serving CBOs/NGOs that currently work in key terrain districts and have experience or potential to deliver trainings;
2. **Period of Performance:** The implementing agency shall undertake and complete the assignment within the period specified in the subcontract,
3. **Location of Assignment:** The implementing agency will travel to all project sites throughout the province in order to carry out the project activities.
4. **Security:** The implementer shall be responsible for all security activities and actions to ensure that the work is completed successfully. This includes security of staff and assets during operations, site security, and any and all other security activity required.