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Under Leader with Associates Cooperative Agreement  
No. EPP-A-00-08-00006-00

**IDMAJ**  
**FY 2016 Work Plan**

October 1, 2015 – June 30, 2016

**International Youth Foundation**

## EXECUTIVE SUMMARY

This 2016 Work Plan outlines program strategies, core activities and milestones for IDMAJ's final year of implementation from October 1, 2015 – June 30, 2016. These activities are detailed within the context of the overall program objectives and desired outcomes set forth in IDMAJ's M&E Results Framework. They also assume familiarity with achievements to date as outlined in the Fiscal Year 2015 Annual Report and quarterly reports.

FY 2016 marks the final year of the IDMAJ program following a year of launching new grant partnerships and expanding the reach of the program to new communities and geographical areas. Based on IYF's experience to date, IDMAJ partners require significant technical assistance and capacity building in a range of youth domains including, but not limited to, youth screening and selection, youth follow-up and mentoring, and finally, demand driven employability skills training that integrates structured career services, employer outreach and labor market assessments. Alongside the need for enhanced capacity in the design of effective youth training and employment programs is the need to create stronger culture of program effectiveness and quality assurance through monitoring and evaluation systems and the integration of assessment metrics and performance based indicators. In the area of organizational domains, IDMAJ partners have demonstrated a need for more effective program and human resource management.

Over the last two years, IDMAJ has focused on working with its partners to lay the foundations for effective youth employability programming through the integration of life skills training models that have reached over 700 youth. In the final three quarters of implementation, IYF will work with program partners<sup>1</sup> to complete planned life skills activities under their grants, integrate stronger M&E and quality assurance systems, and capture key learnings and lessons learned. Emphasis will be placed on building sustainability through the integration of training of master trainer models and targeted capacity strengthening workshops focused on key technical and organizational domains where partners have needed the most support.

Key activities from October 1, 2015 – June 30, 2016 include:

- The completion of life skills training and other planned activities for youth under IDMAJ's four grants, as well as continued technical assistance and coaching to partners to ensure the integration of life skills assessment metrics and quality assurance systems to improve training outcomes.
- The organization of a Training of Master Trainers workshop on IYF's *Passport to Success* program to allow the partners to sustain and scale their Life Skills activities beyond the end date of the IDMAJ program.

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<sup>1</sup> IDMAJ has four NGO grantees including: Association Nationale d'Échanges entre Jeunes (ANEJ), Réseau Algérien pour la défense des Droits de l'Enfant (NADA), Le Collectif d'Initiation des Activités de Recherche Appliquée (CIARA), and the Association Santé Sidi El Houari (SDH).

- The promotion of knowledge exchange and cross-learning between IDMAJ four partners through the organization of at least two to three structured capacity building and learning workshops/ sessions.
- At least one follow-on grant to provide models of Employability training and job placement services.
- The organization of a study tour to Morocco for IDMAJ partners to learn first-hand about youth-programming models implemented by IYF and its partners in Morocco.
- The organization of an IDMAJ closing event to share accomplishments and lessons learned

The following section provides a detailed breakdown of activities and deliverables planned for FY 2016 in order to achieve the program's three main outcomes under IDMAJ's overall Results Framework.

**IDMAJ Goal:** *A greater capacity for local organizations to provide unemployed/out of school youth (ages 18-35) with increased access to effective employability, entrepreneurship, and community service programs that support their active participation in the job market.*

**Outcome 1: Improved models of life skills, employability and entrepreneurship, and community service training programs**

COMPONENT	ACTIVITIES	KEY DELIVERABLES
<p><b>Indicators 1.1 &amp; 1.2</b></p> <p><i>Enhanced models related to positive youth development in employability, entrepreneurship, and community service</i></p>	<ul style="list-style-type: none"> <li>• Obtain USAID approval and award one follow-on grant to support the integration of internships and job placement services with life skills training</li> </ul>	<ul style="list-style-type: none"> <li>• ANEJ Grant awarded (Q1)</li> </ul>

**Outcome 2: NGO service providers strengthened to meet minimum standards for effective youth development programming**

COMPONENT	ACTIVITIES	KEY DELIVERABLES
<p><b>Indicators 2.1 &amp; 2.2</b></p> <p><i>Enhanced competencies of youth development</i></p>	<ul style="list-style-type: none"> <li>• Conduct a PTS refresher for ANEJ</li> <li>• Conduct study tour for IDMAJ partners to IYF youth programs in Morocco</li> <li>• Provide Training of Master Trainers PTS workshop</li> </ul>	<ul style="list-style-type: none"> <li>• PTS refresher (Q1)</li> <li>• IDMAJ Morocco study tour (Q1)</li> <li>• PTS TOMT conducted (Q1)</li> </ul>

<p><i>professionals and volunteers in how to deliver effective youth programs</i></p>	<p>(TOMT) for IDMAJ partner to support sustainability of PTS training programs</p> <ul style="list-style-type: none"> <li>• Provide coaching and follow-up support for master trainers</li> <li>• Develop a coaching plan for newly-trained Master Trainers as part of quality assurance process</li> <li>• Conduct structured capacity building and learning workshops for partners</li> </ul>	<ul style="list-style-type: none"> <li>• Coaching activities(Q1-Q2)</li> <li>• Coaching activity plan developed and implemented (Q1-Q2)</li> <li>• 3 Partner learning workshops (Q1, Q2, Q3)</li> </ul>
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**Outcome 3: Targeted youth in selected localities have expanded options for gainful employment through the acquisition of market-driven employability, Entrepreneurship, and community service**

<p><b>COMPONENT</b></p>	<p><b>ACTIVITIES</b></p>	<p><b>KEY DELIVERABLES</b></p>
<p><b>Indicators 3.1 &amp; 3.2</b></p> <p><i>Targeted youth completing one or more IDMAJ program trainings</i></p>	<ul style="list-style-type: none"> <li>• Complete roll-out of PTS youth trainings through NADA, ANEJ, CIARA and SDH</li> </ul>	<ul style="list-style-type: none"> <li>• Youth Targets (including incomplete targets from last year) <ul style="list-style-type: none"> <li>○ 350 trained by ANEJ</li> <li>○ 247 trained by NADA</li> <li>○ 200 trained by CIARA</li> <li>○ 340 trained by SDH</li> </ul> </li> </ul>
<p><b>Indicator 3.3</b></p> <p><i>Youth participants showing improved life skills competencies</i></p>	<ul style="list-style-type: none"> <li>• Continued integration of PTS M&amp;E tools and assessment metrics into life skills programming</li> <li>• Hire a consultant to support the implementation of PTS focus group studies</li> <li>• Share summary report of PTS results with partners</li> </ul>	<ul style="list-style-type: none"> <li>• Youth retrospective surveys completed (Q1-Q2)</li> <li>• Youth Focus Group surveys (Q2)</li> </ul>

<p><b>Indicator 3.4</b></p> <p><i>Targeted youth completing community service projects</i></p>	<ul style="list-style-type: none"> <li>Determine feasibility of completing community service program activities with NADA (based on challenges highlighted in the FY15 annual report) and plan alternative activities with partner.</li> </ul>	<ul style="list-style-type: none"> <li>Youth activities finalized &amp; closing event held (Q1)</li> </ul>
<p><b>Indicator 3.5</b></p> <p><i>Target Wilayas to reach underserved areas</i></p>	<ul style="list-style-type: none"> <li>Continue to provide PTS to under-served communities</li> </ul>	<ul style="list-style-type: none"> <li>Expand to 1 new Wilaya (Mostaghanem)</li> </ul>

**Crosscutting Components: Grants, Program Management, Reporting and Communications**

COMPONENT	ACTIVITIES	KEY DELIVERABLES
<p><b>Grants</b></p>	<p>Continue grant implementation through:</p> <ul style="list-style-type: none"> <li>ANEJ HQ through Dec 31, 2015</li> <li>ANEJ regional through Dec 31, 2015</li> <li>ANEJ-Employability grant April 30, 2016</li> <li>NADA HQ through Dec 31, 2015</li> <li>NADA Regional through Dec 31, 2015</li> <li>CIARA-Capacity building grant through Dec 31, 2015</li> <li>CIARA-Training grant through Dec 31, 2015</li> <li>Follow-on CIARA follow-on grant (tentative)</li> <li>SDH Grant through April 30, 2016</li> </ul>	<ul style="list-style-type: none"> <li>ANEJ follow-on employability grant awarded (Q1)</li> <li>Close grants for ANEJ regional and NADA HQ and Regional (Q1)</li> <li>Close grants for CIARA, SDH, and ANEJ follow-on employability (Q3)</li> <li>Award CIARA follow-on grant (tentative for Q2)</li> </ul>
	<ul style="list-style-type: none"> <li>Conduct monthly program monitoring site visits to partners, in addition to on-going technical assistance</li> <li>Quarterly financial and program reports submitted to</li> </ul>	<ul style="list-style-type: none"> <li>Grantee program monitoring site visits (monthly)</li> <li>USAID financial and</li> </ul>

COMPONENT	ACTIVITIES	KEY DELIVERABLES
<b>Program Management</b>	USAID <ul style="list-style-type: none"> <li>• Convene partners for knowledge exchange and program updates on quarterly basis</li> <li>• Implement M&amp;E assessment tools/surveys</li> <li>• Close-out final IDMAJ grant and operational activities</li> </ul>	program reports (Quarterly) <ul style="list-style-type: none"> <li>• All partners meeting in Q1, Q2, and Q3</li> <li>• Project close-out (Q3)</li> <li>• Assessment tools used and data gathered by IYF</li> </ul>
<b>Communications</b>	<ul style="list-style-type: none"> <li>• Conduct program closing event to highlight achievements and share lessons learned</li> <li>• Document program impact and develop 3 success stories to be used for outreach and external audiences</li> </ul>	<ul style="list-style-type: none"> <li>• Program closing event Q3</li> <li>• 3 additional Success Stories are developed:               <ul style="list-style-type: none"> <li>▪ One SS on youth impact</li> <li>▪ One SS on partner capacity building (Q2)</li> <li>▪ One SS of youth impact (Q3)</li> </ul> </li> </ul>

**TIMELINE: PROGRAM ACTIVITIES**

COMPONENT	October 1, 2015 – June 30, 2016			
	Q1	Q2	Q3	Q4
<b>Outcome 1: Improved models of employability and entrepreneurship, and community service training programs</b>				
Awarding of ANEJ follow on grant				
PTS Training of Master Trainers Workshop to support sustainability				
<b>Outcome 2: NGO service providers strengthened to meet minimum standards for effective youth development programming</b>				
Life Skills and Employability				
PTS refresher conducted for ANEJ				
PTS TOMT conducted				

COMPONENT	October 1, 2015 – June 30, 2016			
	Q1	Q2	Q3	Q4
PTS coaching and follow up support				
Effective Youth Programming capacity building workshop(1 per quarter)				
<b>Outcome 3. Targeted youth in selected localities have expanded options for gainful employment through acquisition of market driven employability, Entrepreneurship, and community service</b>				
Youth Trainings/interventions				
PTS youth trainings completed for all grants				
Cont'd integration of PTS M&E Tools (retrospective & focus groups surveys)				
Reaching targeted Wilayas/underserved areas				
IDMAJ programs available in all targeted Wilayas				

CROSS-CUTTING COMPONENTS	October 1, 2014 – September 30, 2015			
	Q1	Q2	Q3	Q4
<b>Grants</b>				
ANEJ follow on grant awarded				
Closing NADA and ANEJ grants				
Closing SDH, CIARA, and ANEJ follow-on grants				
<b>Program Management</b>				
Grantee program monitoring site visits				
USAID financial and program reports submitted				
Project close-out				
<b>Communication &amp; Outreach</b>				
Success Stories developed				
Program Closing Event				