



In partnership with



Empowering Youth Through Data and Community Development (EYDCD) Program

CONSULTANCY SERVICE TO BUILD CAPACITY OF COMMUNITY ORGANISATIONS TO CONDUCT MARKET ASSESSMENT AND ANALYSIS

Terms of Reference

1. Background

Children's Rights and Violence Prevention Fund (CRVPF)

Children's Rights and Violence Prevention Fund (CRVPF) is a regional intermediary organization focused on child rights and social justice, providing grants and capacity-development support to community organizations. CRVPF currently partners with more than 250 community organizations to prevent violence, including sexual violence, against children and young people; strengthen their agency to make informed choices and decisions; and facilitate safe and dignified employment opportunities in Uganda, Kenya, Tanzania, and Ethiopia.

CRVPF adopts a cluster partnership approach in which three or four organizations are encouraged to collaborate within the same geographic area. CRVPF recognizes community organizations as an effective channel for reaching vulnerable children, young people, families, and communities because of their proximity, adaptability, trust, efficiency, and contextual understanding. These organizations and their leaders form the foundation for building community movements that advocate for the rights and priorities of children and young people. Over the past ten years, CRVPF has developed three grant-making programs: the Prevention of Violence Against Children and Young People (PVAC), the Adolescent Girls Power Program (AGPP), and Empowering Youth Through Data and Community Development (EYDCD).

Empowering Youth through Data and Community Development (EYDCD)

EYDCD is a five-year program led by CRVPF and gnuGrid CRB in partnership with the Mastercard Foundation. The program aims to reach 400,000 young people, 70% of whom are young women, and to create 250,000 dignified and fulfilling work opportunities for them. It also supports the formation and digitalization of 3,000 VSLAs. These results are achieved through collaboration with 200 community organizations, with a target reach of young people aged 15-35 years, including refugees and 5% persons with disabilities. The program is currently implemented in 5 regions in Uganda; West Nile-(Arua,Koboko,Adjumani,Obongi, Terego and

Madi Okollo), Northern (Lira, Lamwo), Central-1 (Masaka, Kampala, Wakiso, Buikwe) Central-2 (Luwero, Kiboga, Mukono and Mpigi) and Western (Kikube, Fortportal, Kyegegwa and Isingiro)

To enhance access to market driven skills, the program is implemented through the following system level interventions: strengthening vocational training by aligning curricula and pedagogical approaches with labour market demands; enhancing the management capacity of COs (Community Organizations); and fostering linkages with MSMEs to strengthen both technical and entrepreneurial competencies. **VSLA and digitalization component**; the program supports the formation, digitalization, and profiling of VSLAs; facilitate linkages between youth enterprises and FSPs; catalyze the delivery of BDS through existing value chain relationships; expand access to inclusive digital platforms to strengthen supply chain linkages; improve market coordination; additionally, EYDCD supports youth vocational training through VTIs, MSMEs, and other innovative delivery models; and facilitate access to market information through digital and community engagement platforms. **Capacity strengthening component for Community Based Organizations**; the program applies OCAs and provide tailored capacity support, promote peer learning and collaboration, and support the digitalization of programmatic and financial management systems.

Background for market assessment: EYDCD program adaptation requires an intervention re-design that is based on market intelligence since young people still experience limited integration into the local labor market system. Systemic constraints still exist, specifically; vocational and enterprise training is supply driven, limited adoption of technology, limited access to market information, limited linkages to production inputs in output markets, saturation in some trades/sectors, limited youth meaningful participation and inadequate access to opportunities that connect young entrepreneurs with existing market system.

2. Purpose of the consultancy service

- 2.1 To build the capacity of CBOs/clusters to conduct market assessments and analysis using participatory methodologies. This is aimed at ensuring community organizations are not only recipients of external expertise but become active drivers of market analysis. The consultant will equip Community Organisations with practical skills and tools so that they acquire capacity to independently assess and ensure youth economic empowerment through skilling and enterprise development responds to local market systems dynamics.
- 2.2 Facilitate a two-phase process: training in basics of market systems accompanied by a mock data collection exercise. This will be followed by handholding support after the training as CBOs conduct a localized market assessment and analysis at district/sub-region level. This phased approach will allow partners to first learn and practice in a controlled environment, then apply their skills in real-world at district/sub region level contexts. This combination of theory, practice, and mentorship will strengthen CBO confidence in market assessment and fits within the sustainability ambition of EYDCD program.
- 2.3 Generate actionable insights at district/sub regional level into demand and supply dynamics, local economic systemic constraints, and opportunities. The consultancy will not stop at data collection; will translate findings into practical recommendations that can guide market led skills development programming and enterprise support guided my market intel.

3. Objectives

- 3.1 Train CBOs to understand market assessment methodologies. The training will introduce key concepts such as systems thinking, value chain analysis, youth led research and participatory tools. It will build foundational knowledge while emphasizing inclusion into local economy and local ownership.
- 3.2 Conduct mock data collection exercises within the 5 trainings (5 days each) at regional level and synthesize findings. This hands-on approach will allow trainees to immediately apply what they have learned. By collecting and analysing mock data, they are expected to gain confidence in using tools and interpreting results before moving to district-level/subregional assessments.
- 3.3 Provide handholding support and mentorship during district-level localized market assessments. The consultant will accompany CBOs in their own communities, guiding them through data collection, analysis, and reporting. This mentorship ensures methodological rigor and helps partners overcome challenges in real time.
- 3.4 Deliver practical recommendations for strengthening inclusive market systems within. The final output will be a set of actionable strategies that address both demand and supply side issues, while highlighting opportunities for young people to participate more fully and meaningfully in local economies.

4. Methodology

Phase 1: Training & mock data collection

- 4.1.1 Duration: 5 days training to focus on theory, tools, and practical fieldwork within training locations. This balance will ensure participants understand concepts and can apply them immediately.
- 4.1.2 Content: Introduction to market systems lens and participatory approaches. Participants will learn how to view markets as interconnected systems as opposed to isolated transactions. This perspective will help identify leverage points for systemic change.
- 4.1.3 Tools: Market systems mapping, value chain analysis, demand/supply diagnostics, PRA techniques. These tools will be introduced in simple, practical ways, enabling participants to visualize market flows, identify bottlenecks, and capture community perspectives.
- 4.1.4 Mock data collection in training locations (regional). Trainees will conduct surveys, focus group discussions, and key informant interviews in nearby communities. This exercise provides real-world practice without the pressure of district-level assessments.
- 4.1.5 Output: Synthesized mock data report within the same week. The consultant will guide participants in analysing the data they collected, producing a short report. This reinforces learning and demonstrates how raw data can be turned into actionable insights.

Phase 2: Handholding support to CBOs for localized market assessment and analysis

- 4.2.1 Duration:(1month). The consultant will spend time in each region, supporting CBOs/clusters as they conduct their own market assessments.

- 4.2.2 Activities: Consultant will accompany CBOs at district level. This direct mentorship will ensure that partners apply tools correctly, adapt them to local contexts, and maintain quality standards.
- 4.2.3 Ongoing mentoring to ensure methodological rigor and inclusivity. The consultant will provide feedback and troubleshooting support, helping CBOs refine their approaches and ensure inclusion of diverse voices including persons with disabilities, refugees, young mothers, young women.
- 4.2.4 Support in synthesizing district/sub region level findings into actionable recommendations. The consultant will help partners move from raw data to clear, practical insights that can inform programming, meaningful participation within local market systems.

Data collection approaches

- a) Quantitative: Surveys, enterprise (MSME/Enterprise/employer questionnaires, market price monitoring. These methods provide measurable data on demand, supply, and market trends.
- b) Qualitative: FGDs, KIIs, case studies. These approaches will capture deeper insights into perceptions, motivations, and barriers faced by different groups.
- c) Triangulation: Cross-verification of data sources for reliability, combining multiple sources ensures findings are credible and robust.
- d) Capacity transfer: Training and mentoring to embed skills within CBOs/partners. The goal is sustainability, ensuring local actors can continue market assessments independently.

5. Deliverables

- a) Inception report with refined methodology and work plan.
- b) Training materials and facilitation notes.
- c) Mock data collection report (regional) as part of the training deliverable
- d) District/subregional level market assessment reports led by CBOs and youth researchers.
- e) Final consolidated report with recommendations and a capacity-building roadmap.

6. Required qualification

The eligible consultant/firm must demonstrate:

- a) Proven expertise in market systems development and livelihoods programming.
- b) Practical experience in research, evaluations and assessments aimed at inclusion and livelihoods development
- c) Experience with participatory research and community engagement approaches
- d) Strong facilitation and mentoring skills.
- e) Commitment to inclusive, human-centered approaches.

7. Duration & reporting

The entire work is expected to be completed within 2 months from the signing of the contract. The period includes inception, field work and reporting. Regular updates will be shared to ensure alignment and responsiveness.

8. Submission Requirements: (Quotation package)

Interested qualified Uganda registered firms/bidders are requested to prepare a brief technical proposal (not longer than 10 pages in length) responding to the invitation. The technical proposal should highlight:

- a) Organisation name, address, profile and key personnel who will lead the activity
- b) Approach and methodology
- c) Workplan and delivery schedule company profile and key team CVs
- d) Relevant portfolio/sample works (links)
- e) Financial quotation (itemized budget in Uganda shillings)
- f) References from at least two similar assignments

9. Evaluation criteria

Proposals will be evaluated based on:

- Technical approach and methodology
- Relevant experience and portfolio
- Team capacity and expertise
- Financial proposal

10. Reporting and supervision

The consultant will report to: Executive Director (Organisation contact), Program Coordinator (Overall oversight) and MEL Coordinator (validation of alignment)

How to apply

Send your submission to careers@crvpf.org by **5:00pm (EAT), Friday, 19th June 2026**