

THE YOUTH TO YOUTH FUND, TOGO

PROGRESS REPORT

OVERVIEW:

Date of Report: 2.12.13

Project number:	TOG/12/01/FRG
Title:	The Youth to Youth Fund for Togo
Total Budget:	Euros 650,000
Co-Sponsors:	UNIDO: Support still to be confirmed Togolese Government: 12,000 USD in kind contribution from the National Agency for Employment (ANPE) through the provision of office premises in Lomé.
Objective of the project:	To promote youth employment through the engagement and capacity building of youth-led organizations, thus enabling them to successfully implement youth employment projects for young people in Togo..

1. MAIN ACTIVITIES AND ACHIEVEMENTS

In 2013 YEN's activities in Togo have centred around the three primary areas; hiring and training of the team, the preparation for the launch and the dissemination of the application package. All three main activities are complete and the call for proposals will close in December 2014.

YEN began by establishment of a team in Togo and has first worked on putting in place a project team with the subsequent recruitment of a National Coordinator and four Project Assistants. The National Coordinator will cover the Maritime Region where Lomé is situated and the four Project Assistants will cover the four remaining regions of the country.

a. Selection and training of the country team:

A National Coordinator was hired. The coordinator YEN selected has previous experience working with youth and challenge funds and most notably managed the Y2Y Fund pilot in Cote d'Ivoire exceptionally well. He is supported by a junior programme officer who has worked with the Y2Y Fund for Sierra Leone and Guinea, the 2 most recent rounds of the Fund in West Africa. In order to cover the day-to-day activities in each of the 5

regions of Togo, four project assistants were hired to cover the four regions outside of Togo. Out of over 250 applications we selected the top four candidates through a rigorous selection process that included a behavioural assessment. These candidates underwent a week-long training on the Y2Y Fund and their

Country support team:

- ✓ Hired
- ✓ Trained
- ✓ Operational

role. They have since been dispatched to their respective regions. The National Coordinator covers the Maritime Region where Lomé is situated.

b. Preparation for the outreach campaign and launch:

The team drafted an outreach campaign based on previous lessons on what works well and consultations with local partners. A reputable media company was hired on a competitive basis to execute the outreach strategy and to produce the outreach products, a radio ad, newspaper ad, web banner and also create opportunities for radio TV appearances for the National Coordinator.

The team identified 10 successful business ideas that could potentially be replicated in Togo for the replication round. A consultant was then hired to carry out a market study of 10 ideas and assess which would be the most appropriate for Togo. Through this process 5 ideas were retained and included as potential replication ideas for Togo. The team then prepared the application package that contains a detailed information note on the fund, a note on the ideas for replication, the application form and a document on the common pitfalls to avoid. The application package is available on the YEN website.

In preparation for the launch a database of over 300 youth groups or related organisations was developed through the support of local partners such as the National Agency for Employment (ANPE) and various umbrella organisations as well as desk research. The National Coordinator also visited various UN and NGOs local organisations to identify potential synergies.

- ✓ Outreach strategy designed
- ✓ Media company hired
- ✓ Viability of ideas for replication in Togo assessed
- ✓ Outreach materials ready
- ✓ Application package ready

c. Launch of the call for proposals

The Fund was successfully launched last month. The application package is available on the YEN website and Facebook page. Emails have been sent out and the call is being advertised on National and local radio stations, print media and popular Guinean web pages. These activities will ensure a large quantity of applications is received.

In order to help raise the quality of applications, information sessions are currently being held every week in every region across the country to inform youth groups about the Fund and answer questions. In addition the Project Assistant and the National Coordinator have established walk in hours so that potential applicants can get one on one support.

- ✓ Y2Y Fund Togo launched!
- ✓ Application pack is being widely distributed across country
- ✓ Support provided to applicants country wide

2. MAIN PROBLEMS ENCOUNTERED

- **Reception of funding:** YEN received the funding in 4 months later than the start date.
- **Hiring of the national project support team:** Although the job opening was only announced in one newspaper for one day, YEN received a significantly higher number of applicants that expected. In total 254 applications were received. Reviewing and processing the applications the applications therefore took significantly longer than planned. However the positive side was that with so many

applicants to choose from, the selected candidates have a very strong profiles. the time which had been set aside of selection.

- **First time intervention in Togo:** Less significant delays were due to the fact that given the fact that Togo was a new implementation country for YEN, more time and effort was required to establish the project locally and gain support from various local institutions.

3. FORTHCOMING WORKPLAN

The next quarter will focus on the finalisation of the selection the grantees of the Youth to Youth Fund for Togo, the organisation of the capacity building seminar and the start of the implementation of the selected projects. The call for proposals deadline is set for 21 December 2013. The applications will be processed in January and shortlisted applicants will be invited to submit a longer proposal form by late February. The successful round 2 applicants will be notified in late March and invited to attend a capacity building seminar and showcase ceremony in late March. The event showcase ceremony will be capped off by the announcement of the winners. Project finalisation, the signing of grant agreement and Implementation by grantees will then begin in April.

Table 1: Forthcoming work plan

Key Activity	Tentative Dates	Responsibility
Share application package and support applicants until deadline	21 December 2013	Project Assistants and National coordinator
First applications screening	25 December 2013	Regional Programme Officer
Round 1 final selection meeting	17 January 2014	Y2YF Round 1 Evaluation Team
Round 1 final selection approval	23 January 2014	Y2YF Selection Committee
Round 1 short list announced	24 January 2014	Y2YF Task Leader
Support Round 2 application candidates until deadline	22 February 2014	Project Assistants and National coordinator
Round 2 final selection meeting	1 March 2014	Y2YF Round 2 Evaluation Team
Round 2 final selection approval	5 March 2014	Y2YF Selection Committee
Finalists notification	5 March 2014	Y2YF Task Lead and/or Regional Programme Officer
Applicant sites verification visits	February or March (TBC)	National Coordinator and Project Assistants
Capacity building workshop and selection interviews	17 - 24 March 2014	Y2YF Togo Project Team
Grantees announcement and showcase event	25 March 2014	Y2YF Togo Project Team
Deadline for projects agreements finalisation and signature	31 March 2014	YEN Secretariat, Y2YF Task Lead, Regional Programme Officer and National Coordinator
Projects implementation kick-off	1 April 2014	Projects Coordinators

4. FINANCIAL IMPLEMENTATION OF PROJECT

This has been submitted separately to BMZ directly from the finance department.

5. CONCLUSION

The Y2Y Fund consists of the following 5 phases.

1. Preparation
2. Outreach
3. Selection
4. Implementation
5. Review

The first 2 phases will be completed by the end of the year. The third phase had been planned for this year but due to the delays in receiving funding and other constraints it is not yet complete and will be finalised early next year. The major expenditure which was not carried out this year is the training event and the disbursement of funding which is scheduled to take place in the first months of 2014. In order to continue the all activities scheduled for January, YEN requests the second instalment of the BMZ funding in order to continue carrying out the planned activities.