



Terms of Reference

Context Analysis and Youth Program Design Research (CAYPDR)

from the lenses of active citizenship

BACKGROUND

Oxfam in Vietnam. Oxfam is an international confederation of 17 organisations networked together in 94 countries, as part of a global movement for change, to build a future free from the injustice and poverty.

Currently, along with its country strategy for the period of 2015-2019, Oxfam plans to develop a Youth Active Citizenship (YAC) program which aims to increase civic awareness, roles and responsibilities of young people in contributing to an inclusive and sustainable society. Initial feasibility for this program was assessed in Spring 2015 by the Education Governance team, and then further consolidated from the inputs of the global Youth Program Development workshop in Istanbul, Turkey, June 2015. As a result of those efforts, the “Vietnam Youth Scoping Results” report was introduced in July 2015¹.

Key findings from the report highlight some challenges: (i) There are not many truly youth NGOs focusing directly to youth issues in Vietnam at present; (ii) Youth programs in Vietnam are mostly charity-based (such as offering regular health check, visiting and presenting gifts for poor people, children in special difficult situations etc.) and not yet explicitly focusing on critical issues (such as pollution, climate change, green economy, education, entrepreneurship, employment, immigration, health and relevant social problems); (iii) Existing networks engage almost urban youth, not yet extend to other groups (e.g. rural youth).

PURPOSE OF THIS RESEARCH

The purpose of the research is:

- at country level, to provide a comprehensive picture of and insights on current status of young people in Vietnam, the issues relating to their lives, which allow developing a youth program in line with active citizenship approach.
- to undertake an in-depth analysis that provides understandings on the interests and incentives operating at the youth sector or thematic level, from which, specific areas to work on and specific groups to be included will be identified.

As a result, research key findings will help Oxfam team develop a Theory of Change (ToC) for the Youth Active Citizenship (YAC) Program in Vietnam as well as having a good baseline for future program development.

Oxfam in Vietnam is seeking consultants to establish a team to carry out this research.

¹ The initial scoping report will be shared with selected consultant(s)

METHODOLOGIES

CAYPDR should be conducted as an action research where co-creation methods² should be explicitly adhered along the research processes.

RESEARCH QUESTIONS

The suggested research questions are the following:

Country level analysis

1. What are the main social concerns of Vietnamese youth and why?
2. How do youth think about and practice citizenship? Why do they think that way?
3. What agencies, institutions and organizations currently represent and work with youth in Vietnam? What are the strengths and weaknesses of mass organizations (especially the Youth Union, Vietnam Youth Federation), universities and colleges, upper secondary schools, NGOs, and the media (including social media)?
4. How local institutions (formal and informal) and political systems affect youth participation in policy making and implementation, and how they include or exclude the disadvantaged and/or marginalised groups of young people?
5. What are the nature and function of civil society organisations, coalitions/networks, government, media, business, research institutes, etc. which should be considered as critical factors for the development of youth active citizenship in Vietnam?
6. How do the power and gender relations (including hidden and invisible power) shape interactions within and between different social youth groups?
7. What are opportunities and constraints for Vietnam youth' actions as active citizens?
8. What does "active citizenship" mean in the Vietnamese context? How is that notion cited among different youth groups (urban/rural/ethnic; male/female)? To what extent do such meanings change over time?
9. What priority areas should Oxfam focus on to most effectively promote active citizenship among youth?

There is a wealth of information publicly available on these issues but also many key informants who have in-depth knowledge of political and socio-economic context that impact on Vietnamese young people. The analysis will primarily be based on existing secondary qualitative and quantitative data and key informant interviews, supplemented with collection of other primary data if needed on particular areas.

Sector/issue analysis

1. For each of the priority areas identified, what opportunities and challenges exist for program interventions?
2. What is the historical context of the sector, including previous policy reform, development and implementation initiatives? How does this influence current stakeholder perceptions and interests?
3. Who are the major actors involved in these priority areas, including local communities, civil society, government, business sector, and international actors (if relevant)? What networks and structures already exist within the sector? What are the formal/informal roles and mandates of different actors?
4. To what extent is power held by specific individuals/groups? What roles do business sector, mass organisations, NGOs, CBOs, donors, university students' groups, and the media have?
5. How do they seek to influence sector policy? Which stakeholders are often marginalised or unheard?
6. What are the dominant ideologies and values which shape views and debates around the sector, and influence levels of public concern? How might these support or constrain change, policy development and policy implementation?

² We are referring to the "Co-creation Methods" by Butterfly Work (http://www.butterflyworks.org/wp-content/uploads/2015/05/Butterfly-Works-method_White-paper-Learning.pdf)

7. How are decisions made within the sector? Who is involved in these decision-making processes? How are policy decisions implemented and monitored? Where are the key bottlenecks in sector policy processes? What are the existing policies / policy gaps? What factors support or constrain policy implementation? Is failure to implement due to lack of capacity or other political-economy reasons?
8. To what extent can the disadvantaged and marginalised influence policy making and implementation processes and through which types of formal and informal mechanisms?
9. What criteria should Oxfam set to make decisions about potential programming and partnerships in these areas?
10. What would be the added value of Oxfam programming in these areas? How should Oxfam target participants? How should sustainability considerations be taken into account?

Expected results of the CAYPDR

- The CAYPDR will result in a short report (40 pages maximum plus annexes in length), which covers both country level analysis and sector/issue analysis, in English and in Vietnamese languages with the following main contents:
- Assessment of the potential spaces for youth to influence and effect change processes. These findings will provide a baseline for risk assessment and refining the assumptions within the YAC program log-frame.
- Recommendations on: (i) specific areas Oxfam should work on (ii) with which groups to be included, (iii) initial ideas for YAC program design (by addressing critical questions, for instance, breadth or depth? to support individuals or organizations or both? to target all youth or only some sub-groups? and so on) (iv) how can YAC be monitored, evaluated and sustained?

Key responsibilities of the CAYPDR team

- Provide Oxfam in advance with the specific research plan including methodologies, tools, report outline, questionnaires, data analysis plan, timeline, task allocations, etc;
- Conduct desk review and secondary data analysis, including uses of Youth Scoping Results ("Gathering Information", Oxfam July 2015)
- Conduct fieldworks at selected sites;
- Analyse data collected
- Produce draft report in English and Vietnamese
- Conduct consultation meetings with stakeholders along the CAYPDR processes for inputs, feedback, comments prior to mission completion
- Finalise and submit the CAYPDR report in both English and Vietnamese
- Ensure that gender sensitive and participatory approach are incorporated in research materials and along the research processes.

Qualification and experiences required from consultant(s)

- Proven track records on producing research products and presentation (both verbal and written) on research results in both Vietnamese and English languages with experiences in development sector;
- Strong experiences in mobilising participatory, co-creation action research methods in Viet Nam;
- Sound knowledge, understandings on legality and insights of practice in Vietnam, especially in the areas of civil society development, governance, social accountability, human rights (especially of young people and women);
- Solid understanding on youth as active citizenships, and youth programs in Vietnamese contexts; direct experiences with youth engagement would be an advantage;
- Solid experience of working with different stakeholders, including government agencies, civil society organisations, business sector, communities and donors.

Actors involved

- Researchers as independent consultants: to be selected based on the success of their proposals. They form the core team of the CAYPDR to coordinate works with other actors
- Representatives of selected youth NGOs and youth groups joining the CAYPDR team (to enhance co-creation methods and provide research inputs)
- Review team: to be confirmed. The reviewers will be given approximately 5 working days to respond to the draft report, following which a revised report will be submitted to Oxfam
- Oxfam team: to support the research team and processes, which include (1) Le Gia Thang, Program Coordinator, (2) Pham Thi Hong Net, Program Officer (3) Andrew-Well Dang, Senior Technical Advisor (4) Nguyen Tran Lam, Policy Research Specialist; (5) Nguyen Ngoc Tram and Nguyen Phuong Thao, Interns.

Research sites, schedule and consultancy fee

- Sites: nationwide, including sample representatives at urban, rural, Northern, Central and Southern Vietnam
- Duration: The CAYPDR must start **no later than 30/10/2015** and be accomplished by **15/01/2016** (including submission of final reports)
- The consultancy fees: will be discussed and agreed based on working experiences of consultant(s).

Interested applicants for this mission are kindly requested to submit following documents:

- A technical and financial proposal for the CAYPDR (including consultancy fees, and field-trip expenditures)
- CV of consultant(s);
- At least three references;
- One sample of recent relevant work;

The deadline to receive the proposal: No later than 17:00 **Friday 23 October 2015. Only shortlisted proposals' authors will be contacted.**

Applications submitted through email or mailing to:

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Education Governance Programme Coordinator
My Rights My Voice and Young@Heart Global Programs - Vietnam Country Coordinator

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