

Terms of Reference

For

Produce Policy Brief on Youth Economic Empowerment in Lumbini Province

Background: Sewa Foundation Nepal is a not-for-profit civil society organization working in very remote and very backward rural communities. This organization was established in 22nd Kartik 2061 B.S. on District administration office Dang with the aim of conducting community programs for the upliftment and development of Dalit tribes and backward classes of rural communities. Sewa Foundation Nepal has conducted its programs in five districts of Dang, Rukum East, Rukum West, Rolpa and Pyuthan in the former Rapti zone, and the program will be conducted in Salyan district as well. Sewa Foundation Nepal has been conducting various programs with the participation and activism of the community to solve the basic needs and real problems of the people.

Before conducting any program, the aim is to conduct a basic survey to understand the real problems of the people of the rural community, and based on that, conduct programs that will have a positive impact on their living standards and be the best for their livelihood. Therefore, in accordance with the wishes and aspirations of the people of the backward rural communities, this service foundation was established in Nepal based on the need to support such people in the social development work. This organization will always strive to create a patriotic, democratic, judicial society and conduct various programs with the participation and activism of the community to solve the basic needs and real problems of the people.

Lumbini Province's youth are facing high unemployment issue, skill gaps, and limited entrepreneurship opportunities, despite existing policies and programs. This policy brief aims to analyze strategic challenges, identify contemporary gaps, and provide evidence-based recommendations to strengthen economic empowerment and inclusive participation of youth.

Rational: Lumbini Province has significant youth potential but all of them are facing high unemployment, limited skills development, and restricted access to entrepreneurship opportunities. Producing a policy brief focusing on this province will analyze key challenges, identify policy gaps, and provide evidence-based recommendations, guiding local policymakers, stakeholders, and development partners to design targeted interventions that enhance youth economic empowerment and inclusive growth.

Objectives: Primary and specific objectives for producing the policy brief on youth economic empowerments are:

Primary Objective:

- To prepare a concise, evidence-based policy brief highlighting key issues and recommendations for enhancing youth economic empowerment.

Specific Objectives:

- Identify policy gaps and challenges affecting youth economic participation.
- Highlight best practices and lessons learned from national and international experiences.
- Recommend actionable policy and programmatic interventions for youth employment, skills, and entrepreneurship.

Scope of Work:

- Conduct desk review of existing policies, strategies, and programs related to youth economic empowerment associated with Lumbini Province and local governments.
- Collect and analyze relevant qualitative and quantitative data on youth economic employment, skills development, entrepreneurship, and financial inclusion.
- Engage stakeholders (government, youth/gen z groups, private sector, civil society, NGOs) for inputs, if required.
- Draft a concise and reader-friendly policy brief (6–8 pages, excluding cover page).
- Incorporate feedback from stakeholders and finalize the policy brief.

Expected Outputs: Expected outputs for the event Policy Dialogue on Youth Economic Empowerment are:

- Product summary report capturing key discussions, policy gaps, challenges, and recommendations from stakeholders.
- Consolidated set of policy recommendations to strengthen youth employment, skills development, and entrepreneurship initiatives.
- Stakeholder commitments and action points for follow-up policy engagement and collaboration.
- Enhanced understanding and shared insights among policymakers, youth, private sector, and development partners on priority issues and solutions.

Methodologies: Creating a **policy brief on youth economic empowerment** requires a structured approach with a combination of research, analysis, and clear communication. Here's a detailed guide on **methodologies consultant can use**:

- **Desk Research & Literature Review:** Analyze existing policies, reports, and case studies to identify trends, challenges, and evidence gaps in youth economic empowerment.
- **Stakeholder Consultation:** Conduct interviews, focus groups, or surveys with youth, government agencies, private sector, and NGOs to gather insights and perspectives.
- **Data Analysis:** Use quantitative (labor statistics, youth employment data) and qualitative data (testimonials, case studies) to identify gaps and opportunities.
- **Comparative Policy Review:** Benchmark successful youth empowerment programs in other regions/countries to extract lessons and best practices.

- **Policy Recommendation Development:** Formulate actionable, evidence-based policy options, prioritizing feasibility, impact, and stakeholder acceptance.

Role and Responsibilities: Here are the points for clarifying the roles and responsibilities of the expert who will be engaged for developing policy brief.

- Conduct comprehensive study on youth economic challenges, opportunities, and relevant policy frameworks.
- Consult stakeholders - respective coalition, youth and diversified groups, industrialists, private sector, government, civil society and NGOs to gather insights and evidence.
- Analyze data and evidences to identify gaps, policy options, and actionable recommendations.
- Draft a clear, concise, and evidence-based policy brief tailored to decision-makers.
- Present findings, facilitate feedback, and refine the brief for advocacy and policy uptake.

Deliverables: Deliverables of the Moderator/Facilitator for the Policy Dialogue on Youth Economic Empowerment:

- Inception report outlining methodology, work plan, and key analytical dimensions.
- Stakeholder consultation summary documenting interviews, focus groups, and evidence gathered.
- Draft policy brief (6–8 pages, excluding cover page, in Nepali Language) with analysis, problem statement, policy options, and recommendations.
- Presentation/materials to share findings and gather feedback.
- Final policy brief incorporating stakeholder inputs, fully edited, and ready for dissemination.

Proposed Date/Timeline: Selected consultant needs to deliver the policy brief by 15th January 2026. Individual/firm consultants are requested to submit financial & technical proposal by 20th December 2025.

Required Qualifications:

- In the case of company/thinks tank institutions legal valid registration certificates, Tax clearance certificates.
- Master's degree or higher in Public Policy, Economics, Development Studies, Social Sciences, Coalition Building, or a related field, Ph D is an added advantage
- Proven track record in crafting **policy briefs, policy papers, and strategic frameworks** for government, NGOs, or international organizations
- Demonstrated experience working on youth development, employment, entrepreneurship, and economic empowerment initiatives
- Strong background in evidence-based policy analysis, including qualitative and quantitative research
- Familiarity with global, regional, and national youth empowerment policies and frameworks