



**Terms of Reference**  
**Consultancy to develop the Women and Youth Financial and Economic Inclusion**  
**Initiative (WYFEI 2030)**  
**Accountability Framework/Score Card**

Position	Consultant Firm
Organization	AfricaNenda Foundation & African Union Commission
Duration	4 months
Purpose	Develop the WYFEI 2030 Accountability Framework/Score Card

## **I. Introduction & Background**

The AU Women and Youth Financial and Economic Inclusion (WYFEI) 2030 initiative, an integral part of the African Women's Decade (2020-2030), aims to dismantle key systemic barriers that perpetuate poverty, deprivation, and social injustice among women and youth in Africa. This public-private partnership (PPWY) initiative is designed to enhance financial and economic inclusion incrementally and cumulatively, empowerment, poverty reduction, and welfare for women and youth across the continent. WYFEI 2030 is grounded in Agenda 2063, which envisions a prosperous Africa based on inclusive growth and sustainable development, committing AU member states to eradicate poverty and promote shared prosperity through entrepreneurship, industrialization, and job creation, particularly for youth employment. Aspiration 6 of Agenda 2063 commits the African Union to unleash the potential of women and youth, ensuring an Africa driven by its people. The declaration of 2020-2030 as the African Women's Decade on Financial and Economic Inclusion and the launch of the "1 million by 2021" initiative by the AU Commission Chairperson, which aims to provide tangible opportunities in entrepreneurship, employment, education, and health for young Africans, set the stage for the implementation of WYFEI 2030.

The WYFEI 2030 initiative aims to build a resilient continental ecosystem that fosters impactful multi-level actions to improve women and youth financial and economic inclusion. Its objectives are to **Increase income of women and youth** by supporting entrepreneurship and advocating for parity in employment, **Promote financial sector reform to make innovative financial products and services available, accessible, and affordable** to women and youth in the different social strata, particularly those at the bottom of the ladder, **Implement**

**inclusive, women and youth friendly macro-economic and growth enhancing policies that enable micro, small and medium scale enterprises** to survive and thrive.

WYFEI 2030 seeks to **unlock \$100 Billion USD for at least 10 million women (about half the population of New York) and youth by 2030** through leveraging and building on existing initiatives and financial instruments both in the public and private sector. The initiative's implementation is guided by the following principles: 1. **Speed and scale:** Delivering “at scale” initiatives and with speed to avoid leaving behind more women and youth. 2. **Incremental and cumulative:** Achieving the dreams of women and youth in Africa will take a step-by-step approach, with each step building upon the other, while ensuring that mechanisms for addressing catastrophic shocks that could reverse progress are included. 3. **Partnership leveraging:** Creating and leveraging partnerships and networks to facilitate synergies, scale, and collective impact. 4. **Innovations: Creating new innovative solutions and identifying opportunities to scale existing innovations.**

To ensure the success and measurable impact of the initiative, it is critical to establish a robust accountability framework that provides the necessary structure for monitoring and evaluating progress, ensuring transparency, and guiding strategic adjustments. This accountability framework will also serve as a tool for measuring continental commitments in the financial and economic inclusion of women and youth across Africa.

In this regard, the consultant's role is to bring the required expertise in developing the framework/scorecard. The consultant/ will work collaboratively with the Women, Gender, and Youth Directorate, particularly the WYFEI 2030 Secretariat at the African Union Commission, and the AfricaNenda Foundation. The consultant will be responsible for meticulously designing, implementing, and refining this framework, leveraging data-driven insights and stakeholder engagement to drive continuous improvement and ensure accountability at all levels. Their expertise will also contribute to ensuring that the initiative's interventions are both effective and scalable, directly contributing to the long-term success and sustainability of WYFEI 2030.

**Scope of Work:** The consultant will be tasked with developing a comprehensive accountability framework for the WYFEI 2030 initiative, ensuring its alignment with existing African Union (AU) frameworks, including Agenda 2063, and other relevant continental and regional strategies, policies, and tools. This framework will provide the structure for monitoring and evaluating progress, ensuring transparency, accountability, and alignment with the initiative's objectives. The framework will incorporate existing tools, policies, and commitments while addressing specific needs of WYFEI 2030.

#### Objectives

1. To define the principles and criteria for measuring accountability related to the WYFEI 2030 initiative.
2. To develop a comprehensive framework/scorecard that assesses the effectiveness of implementation strategies for financial and economic inclusion among women and the youth.
3. To establish monitoring and reporting mechanisms for tracking progress toward set targets and goals

## **II. Key responsibilities**

Key responsibilities of the Consultant include:

### **1. Literature Review and Stakeholder Mapping**

- Conduct a comprehensive review of existing policies, frameworks, and initiatives related to financial and economic inclusion of women and the youth in Africa
- Identify and engage key stakeholders (government entities, NGOs, financial service providers, community groups and international organizations) to gather insights, best practices, and learnings.

### **2. Development of the Accountability Framework**

- Develop the Women and Youth financial and economic inclusion Scorecard that includes:
  - - Key Performance Indicators (KPIs) i.e., Development of specific measurable indicators that reflect the goals of WYFEI 2030
  - Evaluation criteria i.e., Establish standards for evaluating the performance of member state initiatives and stakeholders in promoting financial inclusion
  - Targets and benchmarks i.e., Define realistic targets for each KPI based on regional and global financial inclusion goals.

### **3. Methodology and data collection design**

- Develop a robust methodology for data collection and analysis that incorporates both qualitative and quantitative approaches, including surveys, focus group discussions and case studies
- Ensure the methodology aligns with the relevant AUC policies and strategic frameworks
- Standardizing Monitoring & Evaluation (M&E) Methods: Establish clear methodologies for tracking progress.

### **4. Draft the Accountability Framework/Score Card**

- Compile insights into a draft framework/score card ensuring it is user-friendly and accessible
- Include sections on implementation strategies, monitoring mechanisms, data management protocols and reporting guidelines.

### **5. Engagement planning**

- Create engagement and consultations plans for workshops, webinars, and stakeholder meetings. The consultant should facilitate discussions to gather input and validate the framework.

### **6. Pilot Testing and Final Validation**

- Conduct pilot testing of the framework with a select group of member states/initiatives to assess its feasibility, relevance, and effectiveness.
- Gather feedback and make revisions based on the results of the pilot testing phase
- Conduct more workshops on the pilot testing outcomes and seek validation of the framework from stakeholders.

## 7. Training and Capacity

- Propose a capacity-building plan to train stakeholders in the use of the Scorecard and M&E tools and methodologies.

## 8. Reporting and Knowledge Dissemination

- Prepare a detailed project report on the initiative and performance, highlighting successes, challenges, and recommendations.

## III. Deliverables

### ***A validated comprehensive Accountability Framework***

#### **1. Monitoring and Evaluation (M&E) Toolkit**

Validation workshops conducted with pilot outcomes reviewed during these validation workshops.

#### ***Training and Capacity-Building conducted with stakeholders***

#### **2. Final project Report and Dissemination Plan**

## V. Timeline

The consultancy is expected to be completed within Four months, with the following key milestones:

### **A. Inception & Baseline Development (Day 1–15)**

#### **Activities:**

- Conduct kickoff meeting with AUC-WGYD and AfricaNenda Foundation
- Develop and submit the Inception Report outlining the methodology, timeline, and stakeholder engagement strategy.
- Define baselines, Key Performance Indicators (KPIs), and performance targets.

#### **Deliverables:**

- Inception Report
- Drafted Baseline Data, Indicators and draft KPIs

### **B. Accountability Framework Development (Days 16–40)**

#### **Activities:**

- Develop the **Comprehensive Accountability Framework**, including Scorecard, M&E methodologies, and data collection tools.
- Begin drafting the **Monitoring and Evaluation Toolkit**, including templates for data collection, reporting, and impact assessment.
- Draft the **3 Knowledge Products** (technical guide, toolkit, and best practices report) with actionable steps and examples tailored to stakeholders.

#### **Deliverables:**

- Draft Scorecard
- Draft M&E Toolkit (templates for monitoring KPIs)
- Draft Knowledge Products (3)

### **C. Internal Validation & Training and Capacity Building (Days 41–60)**

#### **Activities:**

- Develop a Training and Capacity-Building Plan and Materials to train key partners/stakeholders on the implementation of the accountability framework.
- Conduct training workshops (1 to 2) and finalize all tools and methodologies.

**Deliverables:**

- Training and Capacity-Building Plan
- Training sessions conducted for stakeholders

**D. Finalization & Dissemination (Days 61–70)****Activities:**

- Finalize the Accountability Framework, incorporating validation feedback and refinements.
- Finalize and deliver the 3 Knowledge Products and the M&E Toolkit.
- Prepare and submit the Final Report, including key findings, sustainability recommendations, and a Dissemination Plan to share insights and tools through case studies, policy briefs, and thematic reports.

**Deliverables:**

- Final Accountability Framework
- Final Knowledge Products and M&E Toolkit
- Final Report and Dissemination Plan

**VI. Required Qualifications**

The consultant should possess the following qualifications:

1. **Educational Background:** Advanced degree in economics, finance, development studies, or a related field.
2. **Experience:** At least 10 years of experience in monitoring and evaluation, financial inclusion, or economic development, with a focus on gender and youth.
3. **Technical Skills:** Proficiency in data analysis, statistical methods, and the development of performance monitoring frameworks.
4. **Stakeholder Engagement:** Demonstrated ability to engage with a wide range of stakeholders, including government agencies, financial institutions, and civil society organizations.
5. **Communication:** Excellent written and verbal communication skills in English; knowledge of French and other AU languages is an asset.

**VI. Application Process:** Proposals should be submitted electronically by **Monday, March 10, 2025**, close of business EAT., to [info@africanenda.org](mailto:info@africanenda.org) . Proposals received after the deadline will not be considered.

**VII. Evaluation Criteria:** All proposals will be evaluated based on the criteria listed in the table below.

Item	Description	%
1.Consultant's Experience and Expertise	The consultant must have at least 10 years of experience in monitoring and evaluation, developing accountability frameworks at regional and continental levels, financial inclusion, or economic development, with a focus on gender and youth. Experience working with AUC or other PAN-African Organizations is preferred.	

	The consultant should have a deep understanding of accountability frameworks, and existing policies, frameworks, and initiatives related to financial and economic inclusion of women and the youth in Africa.	25%
	Demonstrated success in completing similar projects. Experience in developing accountability frameworks (score cards) for financial services and inclusion is desirable.	
2. Proposed Methodology and Approach	The consultant's approach to conducting research, developing the framework, and ensuring stakeholder engagement should be clearly defined.  - A clear, structured approach for developing, reviewing, and finalizing the accountability framework.	25%
	The consultant's strategy for involving key stakeholders, including member states, member states' initiatives and partners, in the development process. This could involve surveys, interviews, or group discussions.	
3. Quality of Proposal and Deliverables	The quality and clarity of the proposal submitted, including how well the consultant outlines the process, timeline, and deliverables. A well-structured and clearly articulated proposal indicates the consultant's capacity for organized and effective execution.	20%
	The proposal should reflect a solid understanding of the goals and requirements of the accountability framework. Showing how the consultant will address the specific needs outlined in the TOR. The consultant's plan is to ensure timely and high-quality submission of deliverables and their commitment to meeting deadlines and milestones outlined in the TOR.	
4. Qualifications of the Consultant or Consulting Team	The qualifications of the consultant include relevant academic qualifications (e.g., finance, law, or IT) and professional certifications.	10%
	Evidence of past successful engagements in similar projects, including client references or case studies, will be evaluated. Strong testimonials or references from previous clients will be a positive factor.	

5. Financial Proposal	The overall value offered by the consultant, including the proposed methodology, quality of deliverables, and how effectively the consultant can meet the objectives within the budget. The focus should be on ensuring that the consultant's work provides maximum impact for the proposed cost.	20%
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**6. Process Submissions:** Proposals should be submitted electronically by **Monday, March 10, 2025**, close of business EAT., to [info@africanenda.org](mailto:info@africanenda.org). Proposals received after the deadline will not be considered.

**7. Queries**

Queries relating to the preparation of the proposals should be submitted to the AfricaNenda Foundation, by email, to the above-provided email by March 5 to [info@africanenda.org](mailto:info@africanenda.org).

**8. Notification**

All bidders will be notified of the outcome of their proposals by March 22, 2025