

**TERMS OF REFERENCE**  
**Research and Guideline for**  
**Promoting youth's roles and contribution to achieving the SDGs in Vietnam**

**1) Background**

At the global level, the 17 SDGs of the 2030 Agenda for Sustainable Development were adopted in January 2016 and agreed to be monitored and reviewed using a set of 169 global indicators. In Viet Nam, these global SDGs have been nationalized into 115 Viet Nam SDG (VSDG) targets in the country's "National Action Plan for Implementation of Agenda 2030 for Sustainable Development", based on Viet Nam's development context and priorities. The targets for VSDGs were set out in the Implementation Roadmap for Viet Nam's Sustainable Goals until 2030, issued with Decision 681/QD-TTg (dated 4 June 2019) by the Prime Minister. With 27.7% of the population aged between 16 and 30, Vietnamese young people play a central role in the country's development and accelerating the achievement of the SDGs.

Young people's leadership and actions in Vietnam are often challenged by lack of capacity, resources, support, recognition, and space at the policy-making platforms. As a target group transitioning between dependence and independence, the needs of youth can get overlooked when they are neither identified as household heads nor as dependents. Youth are often not entrusted with responsibilities due to a perceived lack of experience, capacity, resources, or support. Youth participation and influence on government development processes are not yet recognized, and limited access to information is a barrier to youth's attempts to hold authorities to account. There is significant untapped potential for youth to play a role in collaboration with governments and CSOs to act on climate change impact, environmental degradation and disaster risk reduction.

Our current and previous projects have generated diverse and strong evidence of youth's central roles in participating, mobilizing their communities, and taking lead in building resilient communities in Vietnam. Our projects/programs emphasize the importance of building capacity of youth to become proactive agents of change in climate action, environmental protection and DRR. They also require information, data, and lessons learnt to be consolidated for better response to the needs and constraints of youth in Vietnam. Therefore, we plan to engage experts and consultants to examine youth's roles and contributions, policy mapping, consolidation of good practices and lessons learned, and formulation of concrete steps to promote youth engagement to act on climate change, environmental degradation, and disaster risk reduction.

According to the MoU signed with ActionAid UK for co-financing project (funding Source Code: 102850) and the list of approved activities and consultations and agreements with related stakeholders, ActionAid Vietnam will commission one case study investigating youth's roles and contribution to achieving the SDGs in Vietnam. The work will be conducted in April-May 2023 with the following specifications.

**2) Scope of work.**

- (a) Desk research and consultation meetings to examine rooms/spaces for youth to participate and take lead in actions and initiatives to contributing to SDG implementation in Vietnam.
- (b) Development of guidelines and sets of participatory tools for promoting youth's actions and initiatives to act SDGs (focusing on SDG1, 2, 3, 4, 5, 13).

**3) Expected results.**

- (c) Research report (in English and Vietnamese) comprises of secondary data analysis of the existing policies and programs of engaging youth as active citizens to act on climate change, environmental issues, and disaster risk reduction.

- (d) Set of lessons learned from good practice(s) of building capacity for marginalized youth and enhancing the space for them to participate/monitor/take a lead/cooperate with CSOs and local government.
- (e) Developed guidance/tools for promoting the roles and contribution of Vietnamese youth in SDGs.

#### 4) Methodologies

##### (a) Desk research will be conducted in Vietnam with following methods:

- Secondary data (policy documents, official websites etc.) collection and analysis on related policy and program in Vietnam.
  - o A desk review study, by collecting secondary data of policies, research papers, reports, and programs from official sources such as Vietnamese government (ministries and departments), CSOs, websites and other publicly available information on the internet and the media (credible media outlets).
  - o Data collected will be analyzed systematically according to their types of sources, their objectives, operational level, timeframe, and target recipients/market, among others. An important demarcation will be made according to whether the policies and funds will address industry or communities (or both, simultaneously).
  - o Data on good practices from the community will be researched also through official sources of information, for instance government, local government, or NGOs, which will be compiled, synthesized, and written as a section in the report.
- Primary data collection: semi-structured interview with key informants including representatives of community members, national/local government, financial institution, CSOs and business. The following are the key informants to be interviewed online:
  - o National/sub-national government: 5-10 interviews/consultations with persons
  - o CSOs: 10-20 persons
  - o Community representatives: 10-20 persons
- Review of you-led initiatives for promoting SDGs, including approaches, objectives, results, methodology, good practices of youth leadership and lessons learnt.

##### (b) **Guideline:** Based on the findings of desk research and good practices/lessons learnt, the consultant will develop a comprehensive guideline and sets of participatory tools to empower youth in Vietnam to act on climate change, environmental degradation, and disaster risk reduction. The following approaches will be emphasized:

- Community-based approach to link youth to their local communities (both local, national, and regional), real life experiences.
- Youth-led initiatives and volunteerism: to support youth to put skills into practice and provide solid evidence of youth's capacity and potentials to collaborate with CSOs and (local) governments as engaged partners to act on environmental protection, biodiversity, and climate impacts, and the value of investing in youth as active global citizens.
- Evidence-based advocacy: to provide the youth and the networks that represent them with a legitimate rationale for questioning those policies where they are seen to be ineffective. Young people will use evidence generated from the various youth-led initiatives in this project to clearly demonstrate to local, national, and global development and government actors the need to invest in the power and potential of young people to make a sustainable difference in community, country, and globe.
- Human Rights-Based Approach (HRBA): to use empowerment processes for effective mobilization and strategic action, build solidarity among participants, providing opportunities for them to act together for a common purpose and support campaigning and influencing to

ensure sustainability of change. Under the HRBA, a set of specific participatory methodologies and tools will be utilized and contextually adjusted, so that target groups' participation in local and national governance processes is properly ignited and fostered.

### 5) Contracting, VAT and supervision

Contract will be signed with consultant to implement the activities in this ToR. A proportion of 10% of the budget is planned in case a VAT invoice is applicable.

The activities will be implemented by consultant(s) and supervised by Ms. Mai Thi Thanh Nhan – Head of Program Development.

### 6) Expected Schedule

Nr.	Key milestones	Deadline	PIC
1	TOR and budget developed, consulted with stakeholders, and agreed by AFV and the Consultant	April 2024	AAV Consultant(s)
2	Contract signed off	May 2024	
3	Desk review	May 2024	Consultant(s)
4	Interviews/consultation meetings with the stakeholders		
5	Working/meetings AAV/AFV to shape the outline and prepare detailed information		
6	Prepare the research draft report. Develop draft guideline and set of tools based on the findings of the research.	10 May 2024	Consultant(s)
7	Stakeholder consultations and feedback	20 May 2024	
8	Finalize the research report, guidelines and set of tools for final approval	30 May 2024	

### 7) Budget

The activity's budget comes from the ROTA project.

### 8) Risk

Risks	Impact	Likelihood	Mitigation
In some provinces, youth mobilization is still politically sensitive, and consultant(s) therefore is/are not allowed by government to conduct consultations with and or engage youth in the desk research and development of guideline and or set of participatory tools	High	Medium	We will support consultants to share good practices of engaging youth with government authorities and send them all related documents (ToR, interview questions, draft outline, draft research report, guideline and tools) to build trust and collaboration.