



## TERMS OF REFERENCE for Organizational Capacity Assessment

TOR REFERENCE: JFT/Bijoyee/0001

### PROJECT SUMMARY

<b>Type of Service</b>	Organizational Capacity Assessment
<b>Name of the project</b>	USAID Bijoyee
<b>Project Duration</b>	5 Years (June 2023 – June 2028)
<b>Assignment's duration</b>	40 days
<b>Project Locations</b>	Dhaka Division (Dhaka, Munshiganj, Manikganj, Gazipur, Narayanganj districts with extended coverage of Sherpur district under Mymensingh), Chattogram division (Chattogram, Khagrachhari, Bandarban, Cox's Bazar), Khulna Division (Magura, Jashore, Satkhira, Khulna), and Rangpur Division (Kurigram, Rangpur, Nilphamari, Bogura1 districts)
<b>Thematic areas</b>	Capacity Assessment of Youth-Led Organizations
<b>Donor</b>	USAID
<b>Estimated beneficiaries</b>	300 Grassroot Youth-Led Organization
<b>Estimated beneficiaries 300 Grassroot Youth-Led Organization The overall objective of the project</b>	To achieve more effective, sustainable development that is locally led and inclusive of Bangladeshi youth, and specifically women and socially excluded young people, as core participants and decision-makers.

JAAGO Foundation Trust (JFT), a USAID Bijoyee Project consortium partner, is seeking the services of a consultant/consulting firm to facilitate/conduct a participatory organizational capacity assessment of select Bijoyee consortium and downstream partners, using an Organizational Capacity Assessment Tool (OCAT) and identify organizational capacity gaps that need strengthening or further development. Illustrative areas could potentially include governance, administration (operational policies and procedures), financial management, program management etc.

The consultancy will also formulate a comprehensive institutional development plan for the participating organizations and recommend suitable and efficient modes of capacity development training in identified areas.

The next step will be to conduct similar organizational capacity assessments for 10 grassroots YLOs in the Bijoyee geo-locations (along with Bijoyee consortium member staff) so that the latter can conduct the assessments of the remaining 290 grassroots YLOs, going forward.

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**DEADLINE FOR THE SUBMISSION OF PROPOSAL: May 16, 2024**