

COUNTY GOVERNMENT OF NYERI  
**DEPARTMENT OF GENDER, YOUTH AND SOCIAL SERVICES**



THE NYERI COUNTY YOUTH, WOMEN & PERSONS WITH DISABILITIES EMPOWERMENT  
PROGRAMME  
**(GUIDING PRINCIPLES)**

FY 2021/2022

**NYERI, KENYA**

## **DEPARTMENT OF GENDER, YOUTH AND SOCIAL SERVICES**

### **VISION STATEMENT**

A lead department in promotion of social equity, marginalized person's social economic development and disaster management.

### **MISSION STATEMENT**

To formulate, promote, co-ordinate and implement policies, plans and programs on Social Services and Disaster Management for sustainable social-economic development for the Nyeri community.

### **STRATEGIC OBJECTIVES**

- To Improve the Social Economic Development of the People of Nyeri;
- To provide assistance to the vulnerable members of the community;
- To build the capacity and empower Youth, Women, Persons with Disabilities and other Marginalized groups in the society;
- To reduce harmful effects of disaster and calamities through creating awareness; improvement of disaster response coordination, infrastructure and equipment;

### **MANDATE**

The department of Gender Youth and Social Services draws its mandate from part two of the fourth schedule;4 (f)(j) and 12 of the constitution of Kenya 2010 and executive order no. 7 pursuant to the executive authority conferred by section 30 of the County Government Act, 2012, vide gazette notice no. 9011of 2020. This include all matters relating to gender, disability, children and other special groups; social welfare, firefighting and disaster management, libraries, county parks and recreation facilities. All matters relating to social and economic empowerment of youth, promotion, development and support of youth programs

### **DIRECTORATES**

The department of gender youth and social services is divided into three directorates to effectively and efficiently implement its mandate. These are; the directorate of disaster management, the directorate of social services and the directorate of gender and youth

## **DISASTER MANAGEMENT DIRECTORATE**

The function of this directorate is prevention of disasters; respond to disasters in real time including coordination of rescue missions and mitigation of various types of disasters in timely and professional manner. The disasters include but not limited to fire disasters, flooding and landslides, oil spillage, car accidents, drowning, structural collapses, mines collapses and aviation accidents and recovery. The firefighting function in particular include, fire prevention, protection and firefighting; carrying out fire investigation , carrying out rescue operations in case of fire or related disasters, providing advice on appropriate firefighting equipment, inspection of fire appliances and equipment, assessing fire hazards and risks and ensuring means of escape in public buildings, conducting fire demonstrations, fire drills and lectures in liaison with other government agencies and stake holders and issuing of fire evacuation orders.

## **SOCIAL SERVICES DIRECTORATE**

The social services directorate deals with social economic issues in society by offering timely and temporary relief to members of society who are under duress due to the socio-economic or environmental factors to facilitate their recovery and ensuring that their lives are moving on again after those setbacks. This include offering food and non-food items during disasters, offering temporary shelters especially after fire disasters, offering help to vulnerable children, the aged , the extremely poor and disabled, the poor with chronic and terminal illness and other marginalized members of society. The directorates also assist the community to bury their dead in a dignified manner by provision of coffins where family members cannot afford one and in educating and empowering the community through education and motivation.

## **GENDER AND YOUTH DIRECTORATE**

The directorate of gender and youth deals with all matters relating social and economic empowerment of youth, promotion, development and support of youth programs, youth empowerment programs including business incubation , mentorship and counseling , business startups support, youth networking and advocacy. It also deals with varied emerging and imperative youth issues and threats. Further, it deals with matters gender including gender mainstreaming, women issues, gender bases violence, gender and youth policy issues, sensitization and mobilization.

# **NYERI COUNTY YOUTH, WOMEN & PERSONS WITH DISABILITY EMPOWERMENT PROGRAMME**

## **1.0 BACKGROUND**

Article 260 of the constitution of Kenya 2010 defines the youth as “the collectivity of all individuals in the republic who have attained the age of 18 years but have not attained the age of 35 years. By inference, this includes both male and female either in or out of school. Kenya is categorized as having a youthful population including a youthful rural population. According to the Kenya National Bureau of Statistics (KNBS) 2019 national census, 35.7 million Kenyans (75.1%) are below 35 years, while 32.73 million (68.9%) live in rural areas. This accounts for approximately 55 percent of the country’s total labor force. The conventional population of youth aged 18 to 34; 13.7 million or 61% were working while 11.6 million were seeking work or indicated that there was no work available. This implies that youth unemployment stands at 39%. This share of potentially productive workforce, therefore, needs to be fully harnessed and optimized to contribute to the country’s development. Unfortunately this large group of unemployed youth feels marginalized even in terms of access to economic opportunities. The Kenya Youth Policy states that, “the youth are relatively disadvantaged in socio-economic outcomes including employment. A majority of the youth remain on the periphery of the country's social, economic and political affairs”. The same grim data can be said of our women in Kenya. Indeed women account for 52 percent of our population and their contribution to the national GDP cannot be overemphasized. Yet women like the youth are marginalized hence the need for support to their economic activities.

## **2.0 INTRODUCTION**

The situation and status of the youth in this regard is replicated in the counties situation and Nyeri County is not very different .Nyeri County is among the 47 counties that constitute the republic of Kenya as stipulated in schedule 4 of the constitution of Kenya 2010. It is also among the counties referred to as central Kenya counties together with Kiambu, Kirinyaga, Nyandarua and Murang’a. It is made up of 8 sub counties which include; Nyeri Central, Tetu, Othaya, Mukurweini, Mathira East, Mathira West, Kieni East and Kieni West. Collectively Nyeri County has 30 administrative wards spread all over the county.

The problem of increased abuse of drugs, alcohol and other substances , early and unwanted pregnancies , idleness , increased crime including radicalization and gender based violence, increased risk for early sexual debut, delayed marriages especially among young men and increased single parents among women though not unique to Nyeri County ,is disproportionately more prevalent in Nyeri than other counties in other

regions. This can be attributed to unemployment among out of school youth and lack of marketable skills.

### **3.0 RATIONALE**

One of the remedies by many policy documents including the constitution of Kenya 2010 and various policies in addressing youth unemployment and women empowerment is the establishment of customized county youth development and women empowerment programmes. This includes but not limited to business incubation, coaching and mentorship which can be regarded as first steps in youth and women economic empowerment. The Commonwealth Youth Ministers and Heads of States endorsed that "Empowering youth means creating and supporting the enabling conditions under which youth can act on their own behalf and on their terms, rather than the direction of others". The Kenya youth policy prescribes that Both the Government and non-governmental agencies must address the problem of youth unemployment. The policy states that the unemployed youth should be provided with empowerment opportunities, in addition to access to services, support programmes and opportunities for further training. The Constitution of Kenya in article 27 and 43 call for inclusivity, non- discrimination, equality and freedom from discrimination on the basis of age and economic and social rights. In addition, Article 55 holds that the State shall take measures, including affirmative action programmes, to ensure that the youth: access relevant education and training; have opportunities to associate, be represented and participate in political, social, economic and other spheres of life including access to employment.

### **4.0 JUSTIFICATION**

Despite their numerical superiority, youth and women are least represented in political and economic spheres due to societal attitudes, socio-cultural and economic barriers including of access to financial resources, and lack of proper organization, orientation and empowerment.

Traditional financial institutions have avoided lending to youth and women due to their relative inability to comply with the high transaction costs, difficulty in assessing and managing their risk profile, and lack of the required financial documentation as well as collateral. These are just but a few of the challenges the two groups face in their day to day lives as they strive to achieve their social and economic dreams. It is indeed in the public domain that various youth and women empowerment programmes including several funds and initiatives have been tried but their efficacy has not yet been established.

The Kenya youth policy provides for measures to promote skills development, entrepreneurship, apprenticeship, **incubation** and employment

This may include the launch of more youth groups and support from both the national and county governments. In youth empowerment, creating an enabling environment for young entrepreneurs to thrive especially within the context of groups is part of the incubation process. Enhancing access to credit and reducing the cost of business start-up is another important principle. Access to knowledge, information and skill is also a critical aspect in business incubation. Indeed income generation in groups is a firm step in incubating business development for youth and women. The county government of Nyeri, through the department of gender, youth and social services has therefore adopted the Nyeri county youth and women empowerment programme using the business incubation and income generating approach to grow a sizeable number of youth and women groups who can after going through this programme can graduate to business enterprises that can hence forth access funds from other existing financial institutions and funds from both the national and county governments.

## **5.0 NYERI COUNTY YOUTH WOMEN AND PERSONS WITH DISABILITY EMPOWERMENT PROGRAMME**

The department of gender youth and social services is mandated to deal with all matters related to the youth in the context of County Government of Nyeri. This includes youth economic empowerment and development. One of the method adopted by the department is promotion of youth business incubation where the youth who in many instances are marginalized, without any capital or collateral for business loans can be assisted to acquire certain business equipment and tools which can start them off in business and with continues mentoring and coaching can the gradually graduate to join the formal business including having access to business loans and other professional support

### **6.0 MAIN GOAL**

The main goal of this programme is to incubate an assortment of income generating activities into viable economic activities for youth, women and persons with disability through empowerment with Business Development Merchandise which will graduate into established business for the social economic development of the county.

### **7.0 OBJECTIVES**

- a. To mobilize and organize the youth women and people living with disability into groups that contributes to the social and economic development of the county.

- b. To train the youth women and people living with disability in various areas that will improve the social and economic wellbeing of their communities.
- c. Support the viable youth women and people living with disability groups with income generating activities that will morph into viable business enterprises that qualify for support from established funds and financial institutions to reach their next level.
- d. To continuously monitor and evaluate whether the programme is achieving its objectives and whether it is having the intended the impact and use the lessons learnt to improve the programme.
- e. To support youth women and people living with disability in groups to receive requisite skills that supports the growth their income generating activities.
- f. Offer free consultancy and support to groups that have been supported with equipment tools and merchandise in running their groups.

## **8.0 CRITERIA FOR GROUPS SELECTION**

To qualify for the youth women and people living with disability business incubation equipment and tools support, the interested youth and women group must meet the following conditions;

- a) The youth, women or persons with disability groups must be registered with the state department for social development.
- b) The registration certificate **MUST** be valid or renewed to reflect the current calendar year.
- c) The group must be active and **MUST** have a constitution or rules and or regulations that governs its operations
- d) The group must have at least five or more members and where at least two thirds of those members must be within the 18 to 34 age bracket for the youth group or must be women for women groups or people living with disability depending on the category of the group or as may be prescribed by any written law or policy.
- e) For avoidance of doubt , a group will be considered a youth group if 70% of the members are aged between 18 and 34 years of age and when 70% of the members are women for women groups and when 70% of the members are verifiable people living with disability for PLWD groups .

- f) At least half of the group members must reside within the ward where the application is made.
- g) The members of the group at any particular time of its existence must correspond with the list held by the state department of social development.
- h) A person can be a member of not more than two groups that have benefited from this programme.
- i) The group must have in its possession minutes with resolutions that demonstrates how decisions are arrived at.
- j) Once a group has met the criteria, it should then come up with a proposal within the given time frame, that outlines the business activities it intends to carry out, justification for selecting that particular business activity including past experience, how all the members will benefit including ratios or percentages of sharing profits and benefits , how the funds will be accounted for, what percentage of profits will be ploughed back to the business and how in case of loss, breakdown, dissolution of the group or theft the equipment's/ tools will be replaced.
- k) On receiving the equipment's, the group must select the person who will take custody of the equipment on behalf of members.
- l) The group must also demonstrate how equipment though in custody of the selected person(s) as the custodian(s) still belongs jointly to the members though owned by the county government of Nyeri.
- m) The equipment however will remain the property of the County Government of Nyeri including their disposal which must affirm to the procurement and disposal Act of 2007.
- n) Groups that do well in their income generating activities will be considered for more support by the programme.
- o) Groups that will benefit from the programme but fail to use the equipment for a period of 6 months will have the equipment reposed and issued to other groups that might have missed out or were doing extremely well in the initial disbursement.

- p) The department in case of misuse, incessant wrangles within the group that prevents the members from achieving the set objectives reserves the right to reclaim the equipment(s) and tools including surcharging the group members for unexplained loss.
- q) For a group to qualify for a business activity that requires space, or certain professional experience, the group must demonstrate that it has such space or possess such professional experience.
- r) The department will work closely with other county departments, agencies of the national government to supervise, monitor and evaluate the performance of the group which will form the basis for further support or withdrawal of such support as the case might be.
- s) In case of theft, fraud or unjustified expulsion of members or unexplained departure of more than a third of the members, or complaints from members during the support of the equipment and tolls period, the department will investigate the issue including employing state or county agencies, the report of which will form the basis of its decision.
- t) Each group will be required to sign a contract document as a commitment to adherence to all the conditions governing this programme.

## **9.0 PROCEDURE FOR SELECTION**

The department for gender, youth and social services will be guided by the following procedure in selection of the successful groups that will benefit from the business incubation equipment and tools or skills training.

- a. The department will advertise within a defined area in a language locally understood to all interested groups of the existing opportunities in the youth women and people living with disabilities business incubation programme.
- b. In the said local advert placed in churches shopping Centers and administrative offices, all interested groups will be invited for a briefing cum public participation forum at a central place(s) within a ward where the present

- members or their leaders will be briefed on all aspects of the programme and also given an opportunity to get clarifications.
- c. Where public participation will not be possible because of time constraint and other logistical challenges, the department will disseminate the information through social media platforms including calling out for proposals. Groups shall also be at liberty to visit our sub county and head offices for more information and clarification.
  - d. The proposal will be simplified in a form of questionnaire that groups will fill and return to the department for consideration.
  - e. In the said forum the group's members or their leaders will also be trained on the format of writing the business incubation equipment and tools programme proposals.
  - f. All groups will be given at least two weeks to write and submit their proposals to a specific office
  - g. A committee will be proposed by the department of gender, youth and social services to evaluate the eligibility of the groups and the soundness of their proposals received from all the interested groups.
  - h. The committee will have with a minimum of 5 and a maximum of 7 members from the relevant directorates, sections and units within the department.
  - i. The committee members may include the director gender, youth and, social services or his/her representative, the principal administrator in the department, the sub county social welfare officer(s) and a sub county or ward administrator. Where necessary the departments may also co-opt a member from another relevant department within the county government of Nyeri or from a relevant office from the National Government.
  - j. The committee shall provide regular updates and advise to the county executive committee member responsible for the gender, youth and social services.
  - k. Upon appointment the committee must complete the evaluations within 7 days after the closure of submission of the proposals.

- l. The committee will also collate all the equipment, tools or services required and generate a list of equipment, tools or services requested through the proposals having quantified and grouped them according to their types or definitions.
- m. The said list once generated will be submitted to the office of the chief officer which will in turn submit them to the directorate of procurement for their procurement using the relevant sections of the procurement law.
- n. The department after procuring or causing to be procured the requisitioned equipment, tools or related service, will distribute them to successful groups where all conditions of retention of those equipment and tools will be relayed and requisite documents signed.
- o. After the procurement and distribution of the equipment and tools to the successful groups the evaluation committee will stand dissolved till the next cycle when another committee will be appointed.

#### **10 .0 CONDITIONS FOR GROUPS AFTER RECEIVING THE EQUIPMENT**

The successful groups will be subject to the following conditions once the successful;

- a. The groups will submit to the department of gender, youth and social services a quarterly report detailing the group's activities after being issued with the equipment or tools. The report shall include the group's progress, achievements, challenges, lessons learnt and any other phenomenon that may help improve the programme
- b. The groups through their leadership shall avail their books of accounts or transactional records to the social welfare officers, the internal or external auditors or any other authorized officer on demand.
- c. The group will open their business activities for scrutiny by officers from the department or other interested offices or agencies
- d. The group will be responsible for the security of the equipment or tools and will inform the office within 24 hours of theft or destruction of the same without fail.

- e. The equipment though in the custody of the groups remain the property of the county government of Nyeri and their disposal will be subject to the public procurement and disposal act or other relevant government statutes.
- f. The department will periodically carry out monitoring and evaluation on the group and the utilization of the merchandise.

## **11.0 CONCLUSION**

This Nyeri County youth, women and people living with disability empowerment programme is meant to incubate, budding youth groups as well women groups with a view of helping them develop their income generating activities into viable business entities which can get funding from the existing funding agencies that require collateral and other conditions that are hard to meet at this stage of their group development. It is envisaged that this programme will have some notable impact in youth and women empowerment and successfully transit them into viable economic activities that will contribute to the county's economic development.