

**Memorandum  
of Understanding (MoU)  
by and between the Member  
Organizations of**

**Tanzania Youth and Adolescent  
Reproductive Health Coalition  
[TAYAHR]**





# Preamble

## The Declaration

We the Youth whose names and Organizations ~~we are affiliated~~ are listed in the first schedule of this MoU document, being leaders of the Youth – Led NGOs which are legally established in Tanzania, who met for a series of meetings In October 30th, 2016 and November 3, 2016 constitute the TAYAHR Founding Members have unanimously resolved with our own conscience to formulate a coalition for the purpose of bringing youth's efforts together to advocate for Family Planning (FP) and Sexual Reproductive Health Rights (SRHR) in Tanzania;

In achieving the purpose of this coalition, we shall be guided by a statement of principles and the Memorandum of Understanding (MoU). The statement of principles contains a list of core principles which we have all agreed to re-affirm to and the Memorandum of Understanding shall serve as the management and governance guide for the coalition

The coalition shall be named “Tanzania Youth and Adolescent Reproductive Health Coalition” with an acronym [TAYAHR].

We have resolved that in undertaking its pursuits to achieve its purpose of establishment, TAYAHR shall be guided by the following Core Principles:

## The Statement of Core Principles

**Transparency:** There should be a proper flow of communications from how the coalition communicates with one another to their feedback and reporting mechanisms to the spirit of open communicate. There should also be transparency about individual and organizational work as a guiding principle to drive collaboration between members.

**Accountability:** This means accountability to one another and to their networks, but also in the implementation of shared work plan, In addition, this means developing clear priorities and common asks that allow the coalition to achieve shared goals.

**Diverse Representation:** Coalition members should strive to represent and engage meaningfully with all members of Tanzanian society, with particular attention to the representation of adolescents, youth and marginalized populations.

**Volunteerism:** The coalition recognizes the fact that many of the members are working in their networks and organizations on a voluntary basis and so will the work of the coalition be voluntarily driven.

**Teamwork:** Work for the coalition should be done in cross-organizational teams and not led exclusively by one organization and network.

**Integrity:** Coalition members agrees to demonstrate upright character, and maintain highest standards and conduct of integrity in all undertakings.



# Background

## About the Coalition

In October 30th, 2016 Tanzanian youths from different networks and organizations working on Sexual Reproductive Health Rights (SRHR) and Family Planning (FP) came together for a meeting prior to the FP2020 Reference group and GFF meeting in Dar es Salaam.

This meeting was aiming at building capacities young leaders in Tanzania, updating them on FP2020 work and discussing challenges Tanzania is facing currently on Family Planning. By the end of this meeting young people resolved to continue working together by forming a coalition.

In November 3, 2016 representatives from these youth led NGOs met to formulate what was later called the Tanzania Adolescent and Youth SRHR coalition (TAYSc) and refined to a better name of “Tanzania Youth and Adolescent Reproductive Health Coalition” with an acronym [TAYAHR].

This coalition was formed for the purpose of bringing youth’s efforts together to advocate for FP and SRHR in Tanzania.

## Historical Timeline

**30<sup>th</sup> October 2016**

1<sup>st</sup> Meeting - Interested Parties on FP2020

**3<sup>rd</sup> November 2016**

2<sup>nd</sup> Meeting – Formulation of TAYAHR

**19<sup>th</sup> November 2016**

3<sup>rd</sup> Meeting – Defining the Strategic Focus

**12-13<sup>th</sup> February 2017**

SMART Advocacy Workshop for Youth Coalition

**30<sup>th</sup> March 2017**

MoU Inauguration & Signing Ceremony



# MoU Terms

This MoU document constitutes an agreement by and between the Founding Members herein known as “Parties” of the Tanzania Youth and Adolescent Reproductive Health Coalition herein to be referred to as “TAYAHR”

## 1.0 Objective of this MoU

The objective of this MOU is to express the willingness of TAYAHR Founding Members to engage in an effort of bringing youth’s together to advocate for Family Planning (FP) and Sexual Reproductive Health Rights (SRHR) in Tanzania.

## 2.0 Name of the Coalition

This Coalition shall be called “Tanzania Youth and Adolescent Reproductive Health Coalition” with an acronym [TAYAHR].

## 3.0 Objectives of the TAYAHR

All the TAYAHR Founding Members agree that the programs, projects and activities carried out shall be undertaken purposefully to achieve the following set of Objectives:

3.1 To enhance youth empowerment and participation in influencing favourable Sexual Reproductive Health Rights-related policies.

3.2 To build knowledge and skills of youth in Sexual Reproductive Health and Rights issues for enabling them to make informed decisions.

3.3 To promote equitable access to Sexual Reproductive Health services to improve youth health and wellbeing.

3.4 To strengthen partnerships with local, national and international stakeholders working in Sexual Reproductive Health and Rights- related areas.

## 4.0 Strategic Focus

We all agree that in order to achieve the aforementioned Objectives of the TAYAHR, the coalition initiatives shall be strategically directed and inspired by a Vision, Mission and Strategic Program Areas set under this clause. Should there be an addition the Founding members shall mutually agree to adopt such additions or changes thereto:

### 4.1 Vision

We aspire to see a Tanzania where young people fully and equitably access Sexual Reproductive Health Services and exercise their Rights

### 4.2 Mission

Our Mission is to promote meaningful engagement of youth in SRHR policy, program planning, implementation, monitoring and evaluation of initiatives designed to reach young people in Tanzania.

### 4.3 Strategic Program Areas

Our Strategic program areas shall be;

- (i) Youth Engagement
- (ii) Policy Advocacy
- (iii) Service Delivery



# MoU Terms

## 4.4 General Strategic Terms

The Coalition shall fully subscribe, adhere and comply with the following General Strategic Terms;

- (i) The Coalition will formulate its overarching strategy and annual action plan, which may however be reviewed at any given period if the Coalition deems so. It may also develop other supporting strategies/frameworks as and when necessary.
- (ii) Based on the strategy and regular actions, the Coalition will agree on joint advocacy agenda and actions as proposed by the Members, supported by adequate evidence, rationale and objectivity.
- (iii) The Members will undertake joint actions and share responsibility as agreed by the Coalition. However, any Member(s) may be delegated to take lead on and coordinate any specific theme, event or action under the agreed plan due to relevant expertise should the Coalition agree so.
- (iv) The Coalition and its members may strategically engage with Youth's platforms, media, and other relevant actors to strengthen its influence over policymakers for safeguarding FP and SRHR. The Coalition will attempt to maintain working relationship and liaison with other networks/coalitions.
- (v) The Members will support the Coalition in maintaining close relation with the Government, The Johns Hopkins University Center for Communication Programs Tanzania Limited (JHU CCP TZ), Health Promotion Tanzania (HDT) and the Tanzania Communication and Development Centre (TCDC) and the Zanzibar Nurses Association (ZANA) and media.
- (vi) The Members will mobilize, contribute and share resources for the agreed Coalition actions.
- (vii) The Coalition will develop a logo as a distinct entity and brand its profile and visibility. In any coalition action, the visibility of the coalition must be ensured (e.g. use of coalition logo in publications etc) while the visibility of the lead member or any others will be ensured as the Coalition deems appropriate
- (viii) There shall be a Communication officer who shall be the Spokesperson of the Coalition, on her or his absence the Coalition members may decide to approve any of the representatives from Founding Member Organizations to be the spokesperson around any issue(s) or event. Coalition members before each action may decide on the representation for that particular action.



# MoU Terms

## 5.0 Governance and Management

### 5.1 Membership

There shall be two types of Members for the Coalition, Founding Members and Ordinary Members.

#### 5.1.1 Founding Members

The Founding Members are those Youth-Led NGOs whose names of Organizations and representatives for each have initially signed, agreed and subscribed to this MoU and are therefore appear and get listed in the first schedule of this MoU.

#### 5.1.2 Ordinary Members

The Ordinary Members are those Youth-Led NGOs which are shall lodge written application through the procedures that shall be set by the Secretariat of the Coalition and get approved by the Summit of the Coalition to join TAYHR accordingly.

#### 5.1.2 Eligibility of Members

The eligibility of Members shall constitute any Youth-led organizations, CSOs and networks which work on or have interest on Sexual Reproductive Health and Rights located in Tanzania. Individual youth may be invited periodical to contribute to coalition progress.

## 5.2 Governing Board

We agree that there shall be The Governing Board of the Coalition shall be named “Summit of the Coalition” and shall be the supreme and decision making body of the coalition; it shall therefore be composed of Heads of Youth-Led NGOs who are Founding Members and Ordinary Members of the Coalition.

### 5.2.1 Summit of the Coalition

The Summit of the Coalition shall be a meeting a Heads of Heads of Youth-Led NGOs who are Founding Members and Ordinary Members of the Coalition, convened twice annually and any time as it may deem fit.

### 5.2.1 Functions of the Summit

- (i) Elect the Chairperson and Co-Chairperson of the Coalition through a democratic election to last for a term of two years, who shall also preside over the meeting of the Summit of the Coalition.
- (ii) Play both programmatic and financial oversight role on the day to day activities performed by the Secretariat of the Coalition.
- (iii) Identify strategic partners, approve budgets and mobilize resources for the Coalition



# MoU Terms

- (iv) Make decision on which member of the coalition should be the Hosting Organization of the Secretariat of the Coalition. The Host Organization shall house the operations of Summit Committees.
- (v) Nominate representatives and Coordinators from Member Organizations to form three basic Summit Committees which are;
  - (a) Youth Engagement Committee
  - (b) Policy Advocacy Committee
  - (c) Service Delivery Committee
- (vi) Provide a collective leadership on Strategic direction of the Coalition by setting a strategy of operations.
- (vii) Approve the budget and narratives of programs, projects and activities as presented to the Summit of the Coalition by Summit Committees.
- (viii) Dictate on the terms, conditions, scope of work, roles and responsibilities of the officials of the Summit of the Coalition and Summit Committees as prescribed in the Second Schedule of this MoU.

## 5.2.2 Quorum of the Summit

The Quorum of the Summit of the Coalition shall be two-third of the Founding Members and Ordinary Members all together.

## 5.2.2 Decision making Procedures

It shall be the tradition of the Summit of the Coalition to make its decision based on 'Consensus' and 'mutual agreement'; where necessary voting shall be casted based on the two-third of the Founding Members and Ordinary Members all together.

## 5.3 Management of the Coalition

We agree that the day to day management of the Coalition shall be done by the Secretariat of the Coalition which shall be composed of members of the Summit Committees and shall convene its meeting on quarterly basis annually.

### 5.3.1 Secretariat of the Coalition

- (i) The Secretariat of the Coalition shall be hosted and housed by the Host Organization and be composed of members of the Summit Committees on Youth Engagement, Policy Advocacy and Services Delivery.
- (ii) There shall be three coordinators for each of the Summit Committees whose role and responsibilities are provided in the Second Schedule of this MoU.



# MoU Terms

(iii) The Secretariat of Coalition shall be responsible to prepare and implement action plans, budget and narrative programs, projects and activities of the Coalition on three strategic program areas;

- a) Youth Engagement
- b) Policy Advocacy
- c) Service Delivery

(iv) The Secretariat of Coalition shall be responsible to provide both narrative reports and financial reports to the Summit of the Coalition at least twice annually.

## 5.4 Hosting and Mentorship

(i) There shall be a Hosting Organization which may be also referred to as a mentor organization of the Coalition which shall be nominated according to clause 5.2.1 sub clause (iv) of this MoU

(ii) The Hosting Organization will provide support in terms of funding, facilities and mentorship for the coalition. It is not a must that the host organization to be a member of the coalition, however in situations where a host organization is a member of the coalition, that organization shall automatically loses the rights to chair the coalition for the purpose of power balance within the coalition.

## 5.5 Budget, Funding and Support

(i) The Coalition shall have its Annual budget as prepared by the Secretariat of the Coalition and approved by the Summit of the Coalition.

(ii) The financial year of the Coalition shall be commencing on 1<sup>st</sup> July each year and get ended on 30<sup>th</sup> June of the following year.

(iii) The Founding Members and Ordinary Members of the coalition agree to be primary sources of revenue for the coalition.

(iv) The coalition will be accepting funding and support from different donors and partners, including the government to conduct its business. As stated in clause 5.4 sub-clause (ii) host organizations will be also responsible in providing support to the coalition.

(v) The Coalition shall be autonomous on its resourced finances from partners, donors and host organization but it shall be flexible to adjust based on agreements with both ends.



# MoU Terms

## 6.0 Miscellaneous Terms of this MoU

### 6.1 Commencement and Termination of MOU

This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU. This MOU may be terminated, without cause, by either party upon fourteen days (14) written notice, which notice shall be delivered by hand to the Summit of the Coalition.

### 6.2 Amendments

Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

### 6.3 Applicable Law

The construction, interpretation and enforcement of this MOU shall be governed by the laws of the United Republic of Tanzania. The courts of the United Republic of Tanzania shall have jurisdiction over any action arising out of this MOU and over the parties.

## 6.4 Entirety of Agreement

This MOU, consisting of thirteen (13) pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

## 6.5 Severability

Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

## 6.6 Third Party Beneficiary Rights

The parties do not intend to create in any other individual or entity the status of a third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only by and between the parties to this MOU, and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.



# Signatures

In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

## HOPE CENTRE FOR CHILDREN, GIRLS AND WOMEN IN TANZANIA

Name of Representative	Title	Signature	Date

## YAM-UMATI

Name of Representative	Title	Signature	Date

## AfriYAN

Name of Representative	Title	Signature	Date

## TANZANIA YOUTH VISION ASSOCIATION (TYVA)

Name of Representative	Title	Signature	Date

## YouthCAN

Name of Representative	Title	Signature	Date



# Signatures

## Restless Development

Name of Representative

Title

Signature

Date

## Zanzibar Youth Forum (ZAFAYCO)

Name of Representative

Title

Signature

Date

## IYAFP

Name of Representative

Title

Signature

Date

## RRM / Women Deliver

Name of Representative

Title

Signature

Date



# Schedules

## 1<sup>st</sup> Schedule

### The Founding Members of TAYAHR and names of their Representatives

Name of Founding Member	Names of Representatives	
	First name	Last name
HOPE CENTRE FOR CHILDREN,GIRLS AND WOMEN IN TANZANIA	Halima	Lila
YAM-UMATI	Chiku	Said
AFRIYAN	Jennifer	Kayombo
TYVA	Saddam	Khalfan
AfriYAN	Dianarose	Leonce
YAM-UMATI	Rahim	Nasser
YouthCAN	Baraka	Chedego
Restless Development	Matilda	Deus
Restless Development	Mohamed	Namareche
Zanzibar Youth Forum (ZAFAYCO)	Amnah	Ibuni
Zanzibar Youth Forum (ZAFAYCO)	ABDALLA	Abeid
IYAFP	William	Otuck
RRM / Women Deliver	Maureen	Odour
TYVA	Nasser	Mtengera



# Schedules

## 2nd Schedule

The terms, conditions, scope of work, roles and responsibilities of the officials of the Summit of the Coalition and Summit Committees

### 1.0 Roles and Responsibilities

#### 1.1 Chairperson of the Coalition

- (i) Chair the meetings of the Summit of Coalition and preside over all meetings
- (ii) He or she shall be the convener of the meetings of the Coalition
- (iii) Make sure the Secretariat of the Coalition is undertaking its duties as per Strategic direction provided by the Summit of the Coalition
- (iv) Lead the rest of the Heads of Member Organizations to mobilize resources for the Coalition
- (v) Be a leader of delegations of the Coalition in meeting with partners, donors, the Government and other like-minded stakeholders

#### 1.2 Co-Chairperson of the Coalition

- (i) Perform all the roles and responsibilities of the Chairperson on his or her absence.

#### 1.3 Communication Officer

- (i) Be an official Spokesperson of the Coalition on all relevant external communication to the public under the agenda set and agreed by the Coalition and not otherwise.

### 2.0 Scope of Work for Summit Committees

#### 2.1 Coordinator of Youth Engagement Committee

The Scope of Work for the Coordinator of Youth Engagement Committee is to lead his or her members to undertake technical and professional roles in designing, preparation and implementation of programs, project and activities related to youth engagement in FP and SRHR



# Schedules

## 2nd Schedule

**The terms, conditions, scope of work, roles and responsibilities of the officials of the Summit of the Coalition and Summit Committees**

### **2.2 Coordinator of Policy Advocacy Committee**

The Scope of Work for the Coordinator of Policy Advocacy Committee is to lead his or her members to undertake technical and professional roles in designing, preparation and implementation of programs, project and activities related to policy advocacy in FP and SRHR

### **2.3 Coordinator of Service Delivery Committee**

The Scope of Work for the Coordinator of Service Delivery Committee is to lead his or her members to undertake technical and professional roles in designing, preparation and implementation of programs, project and activities related to Service Delivery in FP and SRHR