

YOUTH AND ENVIRONMENT EUROPE WORK PLAN 2019

“YEE aims to unite environmental youth non-profit organisations in Europe in order to enhance international cooperation, increase knowledge about nature, raise awareness of environmental problems and to strengthen participation of youth in environmental decision-making.”

Mission Statement of YEE adopted in 2008

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I. INTRODUCTION

Youth and Environment Europe (YEE) is an international youth non-governmental organisation.

YEE is a federation of 43 member organisations in 26 countries and it aims to seek, to organise and encourage all that might increase the knowledge, understanding and appreciation of nature and the awareness of environmental problems among young people throughout Europe in order to promote the commitment of youth to the principles of environmental conservation and to stimulate young people's voluntary action for the protection of nature, the enhancement of the environment and the sustainable use of the Earth's resources.

To fulfil its mission YEE federation has created the Strategic Plan 2017-2019 and has planned various activities to be implemented in the year 2019.

The separate document “YEE Strategic Plan 2017-2019” was adopted by the General Assembly at the YEE Annual Meeting 2016.

II. YEE INTERNAL STRUCTURE

Executive Board

The Executive Board of YEE 2018 - 2019 has 6 members.

Chairperson: Elen Karapetian (Yeghvard, Armenia)
Treasurer / Vice-chairperson: Daniela Para (Gutta-Club, Moldova)
Projects Officer: Tea Zeqaj (EDEN Centre, Albania)
External Relations Officer: Tiarnan O'Doherty (ECO-UNESCO, Ireland)
Member Organisations Officer: Kristine Stikane (BALTA DABA, Latvia)
Promotional and Publications Officer: Tamara Panic (Young Researchers of Serbia, Serbia)

Internal Auditors

Jovana Mirjanic (Young Researchers of Serbia, Serbia) and Stefan Rudel (FÖJ-AKTIV e.V.) were elected as Internal Auditors for YEE. They shall carry out the Internal Audit for 2018/2019.

Secretariat

The Secretariat is composed of the following members as for the date when the Work Plan was adopted:

Secretary General: Mariam Dzneladze
Main Coordinator: Natalia Luchko
Upcoming Project Coordinator: Cansu Yetisgin
Consultant: Małgorzata Zubowicz-Thull
EVS volunteer: Coline Malot
EVS volunteer: Cristian Riva
Upcoming EVS volunteer: Femke Lootens
Upcoming EVS volunteer: Eurgain M. Phylip

The office of YEE is located in the ecological centre Toulcuv Dvur in Prague, Czech Republic. Most of the coordination work of YEE is carried out from there. The ecological center can be used for hosting international activities and meetings as well.

Volunteers

YEE is a voluntary based organisation. All projects and tasks are planned and organised by volunteers from member organisations. The Secretariat and the Executive Board are not meant to cover all the various YEE activities on local and international level. YEE projects and activities can be hosted by YEE as a federation or by one of its member organisations. Volunteers from YEE member organisations are encouraged to get involved in YEE and help actively with implementation of the Work Plan and the Strategic Plan and to develop their own ideas for bringing YEE forward. Volunteers are welcome to get in touch with the YEE Board and the Secretariat at any time during the year and get involved in tasks according to their interests.

III. ACTIVITIES

Objective 1 - Reducing the ecological footprint of YEE and its activities.

Strategies:

- 1.1 Raising awareness about environmental sustainable behaviour among YEE members and participants of YEE youth projects.
- 1.2 Ensuring that the everyday work, local actions and international projects that run in the frame of YEE follow the YEE Sustainability Policy.
- 1.3 Identifying quality criteria and building expertise in organising environmentally friendly projects, campaigns and actions.
- 1.4 Exploring ways to assess and offset the negative impact produced by YEE activities.

Campaign - Office cuisine blog

<i>Dates and venue:</i>	Throughout 2019 – online
<i>Aim:</i>	To promote healthy eating habits and lifestyle based on YEE's vegetarian and sustainability principles and with a focus on aspects such as multiculturalism, sense of community and food sovereignty. This year we would like to emphasize the effect of the meat industry on the environment.
<i>Linked to strategies:</i>	1.1, 1.4, 2.3
<i>Evaluation criteria:</i>	Campaign team's evaluation
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

Internal Audit

<i>Dates and venue:</i>	Spring 2019 – Prague, Czech Republic
<i>Aim:</i>	Internal Auditors elected during the Annual Meeting will visit YEE office and review the work of the Board and Secretariat, check the progress of the Strategic Plan and Work Plan and monitor if policies, rules and statutes are followed. Auditors will create a report that will be shared with all member organisations and presented at the Annual Meeting.
<i>Linked to strategies:</i>	1.2, 1.3, 1.4, 4.1
<i>Evaluation criteria:</i>	Evaluation by Internal Auditors, Executive Board and Secretariat
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	Operating grants received by YEE

Objective 2 - Encouraging youth involvement in raising awareness about environmental issues.

Strategies:

- 2.1 Raising awareness among young people and youth organisations about the issue of climate change and global warming.
- 2.2 Bringing attention to the issue of biodiversity loss and endangered species.
- 2.3 Promoting sustainable lifestyles among young people in Europe.
- 2.4 Exploring and developing new tools for environmental education.
- 2.5 Raising awareness about the use of resources and waste management.
- 2.6 Empowering young people to be active in decision making at a European and local level in the fields of youth and environment.

Seminar – Know Your Grassroots

<i>Dates and venue:</i>	April 2019 – Ireland
<i>Aim:</i>	The aim of the seminar is to define the concept of environmental grassroots projects and their role in fostering youth participation. Through non-formal education methods 30 participants will explore topics such as: Grassroots, its history, the place of youth in the movement, hierarchical and non-hierarchical ways of managing the activities, etc.
<i>Linked to strategies:</i>	2.6, 3.1, 3.3, 3.4, 4.9
<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Hosting organisation:</i>	ECO-UNESCO, YEE
<i>Funding:</i>	European Youth Foundation (Work Plan) and Erasmus+ KA1

Webinars in the frame of the project Let Grassroots Grow

<i>Dates and venue:</i>	May-June 2019 – Online
<i>Aim:</i>	To provide an overview of environmental grassroots projects for youth workers. In between of the two big activities, we would like to support the participants' learning process and create a coherent link between introduction and further exploration of grassroots projects. With this activity we will broaden the participants' knowledge on the practical side of grassroots projects.
<i>Linked to strategies:</i>	2.4, 2.6, 3.1, 4.9
<i>Evaluation criteria:</i>	Project team's evaluation
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	European Youth Foundation (Work Plan)

Training course – Create Your Grassroots

<i>Dates and venue:</i>	July 2019 – Czech Republic
<i>Aim:</i>	To develop the competences of environmental youth organisations needed to organise and support effective grassroots projects. During the training we will learn and practise diverse tools and methods of grassroots project management; give tools and knowledge on how to work with local authorities and get funding and support for grassroots actions; plan local grassroots-related action using new skills and tools.
<i>Linked to strategies:</i>	2.1, 2.4, 2.6, 3.1, 3.5, 4.9
<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	European Youth Foundation (Work Plan) and Erasmus+ KA1

Series of local actions – Act now

<i>Dates and venue:</i>	Autumn 2019 – Different countries of Europe
<i>Aim:</i>	To support and empower local initiatives to organise local grassroots actions. We will give a space for the participants to practise their newly developed competences by supporting young activists and addressing real environmental problems. It will be a part of the work plan Let Grassroots Grow.
<i>Linked to strategies:</i>	2.6, 3.1, 4.9
<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	European Youth Foundation (Work Plan)

Study Session – Youth Exploring Information and Communication Technologies' Impact on the Environmental Sustainability

<i>Dates and venue:</i>	December 2019 – European Youth Centre Budapest
<i>Aim:</i>	The aim of the study session is to deeply analyse the influence of the rapidly developing Information and Communication Technologies on the environment we live in. We will explore where do our old computers end up; How much energy is used to store one Gigabyte of data, in our age of ever growing data collection; What are the environmental costs of Cryptocurrency mining and how all these questions are connected to the Youth rights for safe online and clean offline life. In the end we will try to find solutions for the problems through sharing skills and good practices among the participants.
<i>Linked to strategies:</i>	2.1, 2.3, 2.5

<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	European Youth Centre Budapest

Training Course - Nature Guides as Ambassadors of Sustainable Development

<i>Dates and venue:</i>	November 2019 – Albania
<i>Aim:</i>	The aim of the project is to raise awareness about the nature tour guiding, ecotourism and responsible tourism. We will explore how can young people enjoy, visit and explain the history of protected areas and natural parks and at the same time advocate for combating climate change, preserving the biodiversity and sustaining the ecosystem of our planet.
<i>Linked to strategies:</i>	2.1, 2.2, 2.3, 2.4, 3.1, 3.2
<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Hosting organisation:</i>	YEE and EDEN
<i>Funding:</i>	Erasmus + (Applying National Agency to be decided on)

Training Course – Youth for Ecosystem Services Valuation

<i>Dates and venue:</i>	September 2019 – Armenia
<i>Aim:</i>	To train the young specialists on Ecosystem Services Assessment process for realising the ecosystem services and to use Ecosystem Services Assessment as a tool The participants will practice the ESV via small fieldwork during the training and prepare video materials, that will be later disseminated.
<i>Linked to strategies:</i>	2.5, 2.6
<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Hosting organisation:</i>	YEE and Public Awareness and Monitoring Centre
<i>Funding:</i>	To be decided

Objective 3 - Empowering young people and building their capacities and skills.

Strategies:

- 3.1 Supporting young people in initiating and developing their own actions and projects.
- 3.2 Providing opportunities for young people to develop professionally and personally in order to increase their employability.
- 3.3 Supporting young people in sharing knowledge and skills learnt in projects with their organisations and local communities.
- 3.4 Increasing the multiplying effect and spreading the knowledge about environmental issues within YEE.
- 3.5 Developing YEE members' competences in organising inclusive projects and activities.
- 3.6 Providing tools for member organisations to support young entrepreneurs in starting their green or social initiatives.
- 3.7 Developing methods of non-formal education and contributing to its recognition.

Long-term Project - European Youth Forum for the Ocean

<i>Dates and venue:</i>	Throughout 2019 and 2020 – Different European Countries
<i>Aim:</i>	To create a network of organisations working on, learning and promoting marine sustainability, share best experiences and raise awareness among the European population. The role of YEE will be to provide the youth and non-formal education dimensions to the project.
<i>Linked to strategies:</i>	3.1, 3.4, 4.5
<i>Evaluation criteria:</i>	Project team evaluation
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Partner organisation:</i>	Directorate-General for Maritime Affairs and Fisheries of the European Commission

European Voluntary Service in YEE Secretariat – Youth for Environment

<i>Dates and venue:</i>	Throughout 2019, Czech Republic
<i>Aim:</i>	YEE office will host two volunteers at a time. The aims of the project are to develop competences of young people needed in environmental youth work; to raise awareness about environmental problems; to improve various skills needed in youth work; to exchange information among countries on topics of environment and youth projects; to involve young people in international projects and to promote voluntary work.
<i>Linked to strategies:</i>	3.2, 3.1
<i>Evaluation criteria:</i>	EVS evaluation cycle, evaluation with volunteers, evaluation by office team.
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	Erasmus+ (KA1) – Czech National Agency

Objective 4 - Enhancing the institutional, financial and programme sustainability of YEE.

Strategies:

- Institutional sustainability:
 - 4.1 Ensuring the transfer of knowledge and expertise within YEE.
 - 4.2 Enhancing the competences and skills of Board members and Secretariat.
 - 4.3 Defining and shaping the identity of YEE.
 - 4.4 Strengthening the communication and relationships within the YEE network.
- Financial sustainability:
 - 4.5 Diversifying the sources of funding of YEE.
 - 4.6 Developing ways for exchanging information on funding opportunities within YEE.
- Programme sustainability (content):
 - 4.7 Providing training for facilitators and trainers within the YEE network.
 - 4.8 Fostering sustainable and long-term collaboration for the YEE activities.
 - 4.9 Building expertise in the development of grassroots projects.

Website

<i>Dates and venue:</i>	Throughout 2019 – online
<i>Aim:</i>	To provide the network with an adequate and useful website of YEE for sharing news from member organisations, posting updates about projects, publications, etc.
<i>Linked to strategies:</i>	4.3, 4.4, 4.1, 3.4
<i>Evaluation criteria:</i>	Evaluation by Executive Board and Secretariat
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

E-Newsletter

<i>Dates and venue:</i>	Throughout 2019 – online
<i>Aim:</i>	To provide the network with the platform for sharing news connected with the work of YEE and member organisations: regular publication (12 issues per year) with updates about YEE projects and publications, local actions and projects of member organisations, environmental news and articles about environmental issues.
<i>Linked to strategies:</i>	4.4, 4.1, 4.4, 3.4
<i>Evaluation criteria:</i>	Editorial team evaluation, evaluation by Board and Secretariat
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

Social Media

<i>Dates and venue:</i>	Throughout 2019 – online
<i>Aim:</i>	To maintain YEE network's online presence and use social networks as a tool for information and engagement.
<i>Linked to strategies:</i>	4.4, 4.1, 3.4
<i>Evaluation criteria:</i>	Evaluation by Board and Secretariat
<i>Coordinator:</i>	Project Coordinator (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

Physical Board Meetings

<i>Dates and venue:</i>	Throughout 2019, Czech Republic
<i>Aim:</i>	The Executive Board and Secretariat of YEE will meet physically four times in 2019. The objectives of these meetings are to make decisions on the main ongoing issues of the network, monitor the progress of the Work Plans of the Board members and YEE Strategic Plan and Work Plan and plan the Annual Meeting. A short training will be organised in two of these Physical Board Meetings.
<i>Linked to strategies:</i>	4.1, 4.2, 4.3, 4.4
<i>Evaluation criteria:</i>	Evaluation by Executive Board and Secretariat
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	Operating grants received by YEE

Annual Meeting

<i>Dates and venue:</i>	July 2019, Czech Republic
<i>Aim:</i>	Delegates from the member organisations of YEE will gather for a 3-day meeting. The main objectives of the Annual Meeting are to adopt the next Work Plan and budget of the network, elect the new Executive Board and Internal Auditors and accept new members and review inactive ones.
<i>Linked to strategies:</i>	4.1, 4.3, 4.4, 4.8, 3.1
<i>Evaluation criteria:</i>	Evaluation by Executive Board and Secretariat, evaluation forms by delegates.
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	Operating grants received by YEE

Work Groups

<i>Dates and venue:</i>	Throughout 2019, online
<i>Aim:</i>	Work Groups on different topics and issues that YEE needs to work on throughout 2018 will be created and coordinated by the Board and Secretariat. Delegates of Member Organisations can be invited to join some of the Work Groups.
<i>Linked to strategies:</i>	4.1, 4.2, 4.4
<i>Evaluation criteria:</i>	Evaluation by members of the Work Groups, Executive Board and Secretariat.
<i>Coordinator:</i>	Secretary General (YEE Secretariat) and Chairperson (YEE Board)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

Objective 5 - Strengthening the external relations of YEE.

Strategies:

- 5.1 Creating partnerships or joining other external organisations or environmental networks.
- 5.2 Taking an active part in discussions linked to youth and environment on an international level.
- 5.3 Expanding the representation of YEE in external events.
- 5.4 Supporting institutions and other organisations and networks in adopting sustainable practices.

Active involvement in external networks

<i>Dates and venue:</i>	Throughout 2019, online and venues of external events
<i>Aim:</i>	To take active part in events, activities and discussions of the networks YEE is member of (EEB and YFJ).
<i>Linked to strategies:</i>	5.2, 5.3, 5.4
<i>Evaluation criteria:</i>	Evaluation by Board and Secretariat
<i>Coordinator:</i>	Secretary General (YEE Secretariat) and External Relations Officer (YEE Board)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

Local actions from YEE office

<i>Dates and venue:</i>	Throughout 2018, Czech Republic
<i>Aim:</i>	To promote environmental projects of YEE among local communities, to join world initiatives, develop office's skills in organising local projects
<i>Linked to strategies:</i>	5.1, 3.4, 2.6
<i>Evaluation criteria:</i>	Evaluation by the office
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

IV. EXTERNAL RELATIONS

The growing dimension of global environmental problems calls for international teamwork by environmental activists to promote change and encourage solutions. YEE believes in such an effort and the potential it brings. That is why YEE is actively involved in several significant international organisations and networks by being a member or collaborating and participating in the activities and events of these organisations.

European Environment Bureau (EEB)

The European Environment Bureau is a network of environmental organisations including YEE. The EEB supervises the environmental issues more than anyone else as they arise in European policies and send information to its member organisations. The working groups of EEB are specific in expertise and in interest. YEE aims to explore the full potential of this membership by participating actively in working groups and activities organised by EEB. YEE member organisations will be encouraged to be involved in EEB in the name of YEE.

European Youth Forum (YFJ)

European Youth Forum is the biggest platform for international youth non-governmental organisations (IYNGOs) and National Youth Councils (NYCs) in Europe. Their role is to promote youth interests across the policies at European level. As a member of European Youth Forum, YEE is regularly represented in their various activities and statutory meetings and will continue to cooperate with YFJ to build capacity of youth work.

United Nations Environmental Program (UNEP)

UNEP is the voice for the environment within the United Nations system. UNEP acts as a catalyst, advocate, educator and facilitator to promote the wise use and sustainable development of the global environment. The mission of UNEP is to provide leadership and encourage partnership in caring for the environment by inspiring, informing, and enabling nations and people to improve their quality of life without compromising that of future generations. The aim of YEE in UNEP is to get involved in the discussions of environmental problems worldwide and explore more possibilities for cooperation with different organisations.

V. MEMBERSHIP

Member Organisations

After the Annual Meeting 2018, YEE has 43 member organisations (19 full members and 24 associate members) in 26 countries. YEE will do its best to keep close contact and collaborate with its members during the year, to inform them and to be informed about their local, regional and national activities.

Membership Fees

In order to be fair to the member organisations and to ensure the stability of its economical situation, YEE will be strict about collecting the membership fees and to cancel the possibility to excuse the fee. The amount of the membership fee depends on the annual budget of the member organisation, see table below.

The fee should be transferred to the bank account of YEE before the deadline set up by the Executive Board. In case the bank transfer is too expensive for a particular organisation, it can be brought in cash to one of the YEE meetings. The fee has to be paid before the official opening of the Annual Meeting takes place, otherwise the voting right of the organisation is suspended.

Member organisation's budget 2018	Membership fee for 2019 FULL MEMBERS	Membership fee for 2019 ASSOCIATED MEMBERS
EUR 0 - EUR 12.500	EUR 40	EUR 20
EUR 12.501 - EUR 25.000	EUR 60	EUR 30
EUR 25.001 - EUR 37.500	EUR 80	EUR 40
EUR 37.501 - EUR 62.500	EUR 100	EUR 50
EUR 62.501 - EUR 125.000	EUR 120	EUR 60
EUR 125.001 - EUR 250.000	EUR 140	EUR 70
EUR 250.001	EUR 160	EUR 80

VI. ABBREVIATIONS

AM: Annual Meeting

BM: Board Meeting

EB: Executive Board

GA: General Assembly

MO: Member Organisation

TC: Training Course

WG: Work Group

WP: Work Plan

YE: Youth Exchange