

YOUTH AND ENVIRONMENT EUROPE

WORK PLAN 2020

“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 the participation of youth in environmental decision-making.”

Mission Statement of YEE adopted in 2008

CONTENT

I. INTRODUCTION	1
II. YEE INTERNAL STRUCTURE	2
III. ACTIVITIES	3
IV. EXTERNAL RELATIONS	11
V. MEMBERSHIP ISSUES	11
VI. ABBREVIATIONS	12

I. INTRODUCTION

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

YEE is a federation of 42 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 2020-22 and has planned various activities to be implemented in the year 2020.

The separate document “YEE Strategic Plan 2020-22” was adopted by the General Assembly at the YEE Annual Meeting 2019.

II. YEE INTERNAL STRUCTURE

Executive Board

The Executive Board of YEE 2019 - 2020 has 6 members.

Chairperson: Tiarnan O'Doherty (ECO-UNESCO, Ireland)

Treasurer / Vice-chairperson: Daniela Para (Gutta-Club, Moldova)

Projects Officer: Ani Poghosyan (FYCA, Armenia)

External Relations Officer: Nathan Metenier (Natuur 2000, France)

Member Organisations Officer: Victoria Kosmatova (Eco Center, Russia)

Promotional and Publications Officer: Ergi Bregasi (EDEN, Albania)

Internal Auditors

Eurgain Phylip (Wales) and Kristine Stikane (Balta Daba, Latvia) were elected as Internal Auditors for YEE. They shall carry out the Internal Audit for 2019/2020).

Secretariat

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

Secretary General: Mariam Dzneladze

Project Manager: Cansu Yetisgin

ESC Volunteer: Sasha Beswick

ESC Volunteer: Anais Martin Llorente

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 - YEE's Long Term Environmental and Structural Sustainability

Strategies:

- 1.1. Ensure the smooth transfer of knowledge and experience between the generations of YEE Board and Secretariat.
- 1.2. Work on alternative sources of funding.
- 1.3. Enhance the institutional, financial and programme sustainability of YEE.
- 1.4. Promote sustainable practices in environmental youth NGO's.
- 1.5. Reduce the ecological footprint of YEE and its activities.
- 1.6. Increase the visibility of the YEE network among a wider public on social media and international youth events.

Internal Audit

<i>Dates and venue:</i>	Spring 2020 – 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>	1.1, 1.3, 1.4, 1.5, 3.2
<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

Website

<i>Dates and venue:</i>	Throughout 2020 – 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>	1.1, 1.3, 1.6, 2.4, 3.2, 3.7
<i>Evaluation criteria:</i>	Evaluation by Executive Board and Secretariat
<i>Coordinator:</i>	Project Manager (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

E-Newsletter

<i>Dates and venue:</i>	Throughout 2020 – 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>	1.1, 1.3, 1.6, 2.4, 3.2, 3.7
<i>Evaluation criteria:</i>	Editorial team evaluation, evaluation by Board and Secretariat
<i>Coordinator:</i>	Project Manager (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

Social Media

<i>Dates and venue:</i>	Throughout 2020 – 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>	1.1, 1.3, 1.4, 1.6, 2.4, 3.2, 3.7
<i>Evaluation criteria:</i>	Evaluation by Board and Secretariat
<i>Coordinator:</i>	Project Manager (YEE Secretariat)
<i>Funding:</i>	Coordination supported by operating grants received by YEE

Physical Board Meetings

<i>Dates and venue:</i>	Throughout 2020, Czech Republic
<i>Aim:</i>	The Executive Board and Secretariat of YEE will meet physically four times in 2020. 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>	1.1, 1.2, 1.3
<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 2020, 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>	1.1, 1.3, 3.1, 3.2, 3.6
<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

Working Group: Revision of the Statutory Documents of YEE

<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>	1.1, 1.2, 1.3, 1.4, 1.5, 1.6
<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 2 - Non-Formal Environmental and Nature Education (NFENE)

Strategies:

2.1. Support environmental education and care for nature and the environment.

2.2. Promote NFENE among MOs and train their members in NFE for developing peer education within their organisation.

2.3. Increase specialised knowledge on environment, nature and youth work.

2.4. Create an online overview of resources on NFENE (external resources, presentations from projects, toolkits, guidelines, manuals, ...) that are corresponding to current needs of MOs.

2.5. Provide resources and a wide variety of materials of NFENE for MOs thus empowering MOs to foster NFENE at local levels at the same time strengthening the connections between MOs of YEE.

Training Course– Building the Vision: Youth Environmental Organisations of the Future

<i>Dates and venue:</i>	April 2019 – Latvia
<i>Aim:</i>	The aim of this training course is to prepare young people from environmental movements, informal groups and NGOs to think of establishing (or rethinking) their structure and defining (or re-defining) their vision, organisational aims and objectives. We will focus on the necessity of membership management and financial sustainability. We consider that this is the right base for any movement to establish before diving into advocacy and lobbying on local level.
<i>Linked to strategies:</i>	2.1, 2.2, 2.3, 2.4, 2.5, 3.1, 3.5, 3.8, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6
<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Project Manager (YEE Secretariat)
<i>Hosting organisation:</i>	ECO-UNESCO, YEE
<i>Funding:</i>	European Youth Foundation (Work Plan)

Training Course: Advocates for a Green Future

<i>Dates and venue:</i>	May-July 2020 – Germany
<i>Aim:</i>	The aim of the training course is to bring together volunteers, youth workers from movements, informal groups and organisations wishing to revise their structure or strengthen their sustainability to work on environmental policies and policy making on local level. Trainers and experts, together with the prep-team will design a programme to develop the skills which are needed to get engaged within political processes: how to do advocacy and lobbying, how to design and implement a campaign, how to communicate with different stakeholders, how to mobilise communities to join their projects.
<i>Linked to strategies:</i>	2.1, 2.2, 2.3, 2.4, 2.5, 3.1, 3.5, 3.8, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6
<i>Evaluation criteria:</i>	Project team's evaluation
<i>Coordinator:</i>	Project Manager (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	European Youth Foundation (Work Plan)

Local Projects

<i>Dates and venue:</i>	Autumn 2020 – Different countries of Europe
<i>Aim:</i>	The selected applicants will receive funds from the project to organise local projects with young people, to create a basis of their future organisation and start working on environmental issues through political processes on local level.
<i>Linked to strategies:</i>	2.1, 2.2, 2.3, 2.4, 2.5, 3.1, 3.5, 3.8, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6

<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Project Manager (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	European Youth Foundation (Work Plan)

Training Course - Nature Guides as Ambassadors of Sustainable Development

<i>Dates and venue:</i>	November 2020 – 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 biodiversity and sustaining the ecosystem of our planet.
<i>Linked to strategies:</i>	2.1, 2.2, 2.3, 2.4, 2.5, 4.3, 4.4, 4.5
<i>Evaluation criteria:</i>	Project team's evaluation, evaluation forms from participants.
<i>Coordinator:</i>	Secretary General (YEE Secretariat)
<i>Hosting organisation:</i>	YEE and EDEN
<i>Funding:</i>	Erasmus + (Application in progress)

Objective 3 - Network

Strategies:

- 3.1. Develop YEE members' competences in organising inclusive projects and activities.
- 3.2. Strengthen the ties among the Member Organisations of YEE through job shadowing and voluntary projects.
- 3.3. Have representation from all European countries in our network and majority in our activities with a regional balance.
- 3.4. Strengthen the external relations of YEE through knowledge exchange and collaboration with other organisations or networks.
- 3.5. With YEE MOs, advocate on a local, national and international levels for sustainable environmental policies.
- 3.6. Increase the involvement and representation of MOs in the Network.
- 3.7. Ensure online cooperation and collaboration, and encourage exchange between MOs.
- 3.8. Support the MOs in developing their organisation's financial and volunteering capacities.

Active involvement in external networks

<i>Dates and venue:</i>	Throughout 2020, online and venues of external events
<i>Aim:</i>	To take an active part in events, activities and discussions of the networks YEE is member of (EEB and YFJ).
<i>Linked to strategies:</i>	3-4
<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 2020, 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>	3-4
<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

Strengthening the YEE Network: Regular Questionnaires and Skype Meetings, Jobshadowing

<i>Dates and venue:</i>	Throughout 2020, Online- Czech Republic- Various Countries in Europe
<i>Aim:</i>	To ensure YEE's democratic structure based on feedback and strengthening the bonds between YEE and its member organisations through regular communication. To enhance the professional understanding of MOs and capacity building.
<i>Linked to strategies:</i>	3.1, 3.2, 3.3, 3.5, 3.6, 3.7, 3.8
<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

Objective 4 - Youth Empowerment and Youth Work

Strategies:

- 4.1. Empower young people to be active in decision making at a European, national and local level in the fields of youth and environment.
- 4.2. Empower youth to connect with nature and care for the environment.
- 4.3. Support youth campaigns, actions, activism and advocacy.
- 4.4. Provide opportunities for young people to develop professionally and personally in order to enhance their soft skills and to increase their employability.
- 4.5. Promote innovative thinking and entrepreneurship.
- 4.6. Explore intersectionality of environmental rights and other social rights.

European Solidarity Corps Volunteers in YEE Secretariat – Youth for Environment

<i>Dates and venue:</i>	Throughout 2020, 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>	4.2, 4.4, 4.5
<i>Evaluation criteria:</i>	ESC evaluation cycle, evaluation with volunteers, evaluation by office team.
<i>Coordinator:</i>	Project Manager (YEE Secretariat)
<i>Hosting organisation:</i>	YEE
<i>Funding:</i>	Erasmus+ (KA1) – Czech National Agency

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 2019, YEE has 42 member organisations 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