

**Work Plan of the
Treasurer of
Youth and Environment Europe
2015/2016
Janis Porietis**

1. Check the financial situation of YEE

- Monitor the YEE budget for 2015 and 2016
- Support the Secretary General in writing administrative grant applications
- Giving financial reports to inform Board 4 times per year
- Preparing the Annual Financial Report with the Secretary General

2. Enhance the financial situation of YEE

- Develop a letter for potential funders
- Discuss and make a list of target group companies to ask for funding for YEE
- To research and gather information from the MOs about funding opportunities
- Send the letter to at least 5 potential funders
- Work on a new strategy for the donation button on the YEE website
- Research possibilities to decrease bank charges