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## CALL FOR PROJECT PROPOSALS AND CRITERIA

### **HOW CAN MEMBER ORGANISATIONS PROPOSE PROJECTS FOR YEE WORK PLAN?**

All member organisations can propose projects and activities for the YEE Work Plan.

Proposals should:

- be supported by the organisation,
- be presented by a delegate during YEE Annual Meeting,
- contribute to at least one YEE objective and strategy from [YEE Strategic Plan](#).

We would like to encourage member organisations to propose projects linked to the following topics, since they are part of YEE Strategic Plan 2017-19 and have not been addressed so far:

- Identifying quality criteria and building expertise in organising environmentally friendly projects, campaigns and actions.
- Bringing attention to the issue of biodiversity loss and endangered species.
- Supporting young entrepreneurs in starting their green or social initiatives.
- Providing training for facilitators and trainers within the YEE network.

YEE Secretariat will collect project proposals before the Annual Meeting.

Until the 1<sup>st</sup> of June 2018 you should:

- Send the project proposals to YEE Secretariat ([yee@yeenet.eu](mailto:yee@yeenet.eu));
- Receive guidance and comments from YEE Secretariat on your project proposal;

YEE Secretariat will share project proposals with all MOs before AM and assess the projects following the set criteria (see below).

During Annual Meeting you should:

- Present project proposal to YEE member organisations;
- Find project team members and partner organisations;
- Clarify questions about project proposal from General Assembly and other MOs;

The proposals will be voted by the General Assembly. The approved projects will be included in YEE Work Plan.

## **CRITERIA FOR PROJECT ASSESSMENT**

The Secretariat of YEE will collect all the project proposals and assess them according to the following criteria. The results of the assessment will serve as recommendation and will be shared with project teams, General Assembly and other MOs before the Annual Meeting.

### **EXPERIENCE:**

- Did the organisation work on the topic of the project before?
- Did the organisation organise any international activity before?
- Is the proposal supported by the organisation?
- Does the contact person for the project have experience in the topic and in project management?
- Did the organisation successfully cooperate with YEE or its MOs in any activity before?
- Did the organisation manage a budget and applied for funds before?

### **PROJECT QUALITY:**

- Are the aim and objectives “SMART”?
  - specific
  - measurable
  - achievable
  - realistic
  - timed-bound
- Does the project address concrete needs?
- Is there a follow-up planned?

### **LINKS WITH YEE:**

- Will the project contribute to any of YEE objectives or strategy?
- Does the project proposal follow YEE [values](#) and [mission](#)?
- Has the organisation understood and agreed on following YEE policies?