

SUMMER ACADEMY 2023

Learning Outcomes



This event is taking place in the framework of the Climate Youth Action Plan and is supported by the E.ON Foundation.
This project is co-funded by the European Union and the Bertelsmann Stiftung.

Table of Contents

5	General and Sponsor Modules	33	Session Coordination
6	Introduction to International Governance	34	Session Coordination 101
7	Introduction to Sustainability	35	Sessions innovation & Evaluating feedback
8	Introduction to Wellbeing, Diversity and Inclusion	36	Communicating with Leadership
9	Non-violent Communication	37	Fundraising in Practice*
10	EYP Long Term Strategy	38	Healthy Management of HOs
11	Organising Events with Local Impact	39	Crisis Management
12	#ClosingTheGap	40	Sustainable Fundraising & Sustainable Events*
		41	Session Participants' Welfare
13	President Track	43	Treasury and Finance
14	Developing a Strategy for Your Own NC	44	Long-term Financial Planning, Budgets and Project Budgets
15	A Comprehensive Guide to International Governance	45	Fundraising Strategy and Follow-Up
16	Leadership vs. Management	46	Budgeting in Practice
17	Managing Portfolios	47	Fundraising in Practice*
18	Partnerships*	48	Auditing and Financial Integrity
19	Accountability	49	Erasmus+ 101
20	Managing a Sustainable Transition and Knowledge-sharing between Generations*	50	Sustainable Fundraising & Sustainable Events*
21	Managing Board Welfare	51	Financial Accessibility in EYP
23	Human Resources	53	PR and Communications
24	Improving Outreach	54	Communication 101
25	Officials Selections for Sessions	55	Legal Aspects of External Communication
26	Jury Selection	56	Social Media Management
27	Retaining Delegates and Activating Young Volunteers	57	Communication with Editors
28	Alumni Management	58	Partnerships*
29	Non-session Member Activities	59	Cold-calling and Initiating New Partners
30	Managing a Sustainable Transition and Knowledge-sharing between Generations*	60	Accessible Communication
31	Delegate Outreach and Reaching Marginalised Groups	61	Sustainable Communications
		62	NC Action Plans

* this is a dual-track training, it is included in both stream sections



General & Sponsor Modules



Introduction to International Governance

training by Joshua Fitzgerald (IE) (joshua.fitzgerald@eyp.ie) & Güneş Uğuz (g.uguz@eyp.org)

Overview

A general understanding of the international structures and their relations within EYP is essential for National Committees' activities and international involvement. Each body has a different purpose and knowing which body to contact in specific situations.

Aha! Moments

- National Committees affect network-wide decisions by electing one of the co-decision-making bodies; the Governing Body and by sending representatives to the other co-decision making body; the Board of National Committees.
- NCs can consult the Governing Body on many topics including their development plans, proposals for BNC and request training.
- National Committees meet regularly in clusters to improve regional cooperation and collaboration. A GB member is assigned to join the meetings to exchange knowledge and information.

Key Takeaways

1. The Governing Body is the international youth board of EYP; elected by members of the network and the NCs for 2 year terms. The GB is composed of 6 volunteers and each year 3 new members are elected on a rolling basis. At the beginning of the year, portfolios of the GB members are decided and announced to the BNC. GB sets a strategy for the whole network and ensures the network's activities are in line with the policies and charter of the EYP. GB Associates help GB members with specific tasks. Similarly, there are Working Groups that can support the GB in specific fields. Currently, there is only one GB Working Group; Safe Core Team.
2. The International Office, located in Berlin, manages the administrative work related to the network. IO supports GB and BNC to implement the decisions they have taken.
3. The Board of National Committees is composed of National Committees. BNC meets twice a year to discuss issues regarding the whole network and to take any relevant decisions such as policy changes. BNC can also have Working Groups mandated on certain tasks such as creating guidelines. BNC can also mandate GB to create guidelines.
4. BNC has a board; BNC Board that is responsible for arranging the bi-annual meetings for BNC and moderating the BNC Meetings. BNCB is elected only by NCs for a year term and is usually composed of a chair and two vice chairs.

Introduction to Sustainability

training by **Conor Comiskey** (c.comiskey@eyp.org) & **Anne Flotho-Liersch** (a.flotho-liersch@eyp.org)

Overview

Although members of our network often call for climate action, there are still significant changes to be made to reduce the carbon footprint of our activities. Achieving this will depend on all of us.

Key Takeaways

1. Transport and catering are far and away the most unsustainable aspects of our events. Air travel in particular allows EYPers to have much higher carbon footprints than the average individual.
2. Sustainable practices must differ from NC to NC due to regional and cultural differences. For example, at an event in the Czech Republic it is expected that most meals will include meat. Overarching sustainability strategies need to consider these cultural tendencies.
3. The Sustainable Engagement Fund is funding sustainable activities by NCs and at sessions. NC representatives or prospective HOs can reach out to the International Office to discuss possible projects.

Aha! Moments

- Being green is sexy. Being sustainable also makes you more appealing to companies. Funding is being made more available to organisations who work sustainably.
- We can't let the conversation drop. Sustainability was a real focus point for lots of National Committees prior to Covid-19, but now the conversation has fallen into the background. NC representatives felt it should be prioritised again.
- We should reconsider all of our 'norms'. It's not only the well-known unsustainable practices that need to be reconsidered (transport and meals) but also other practices such as merchandise creation.

Best Practices

- When searching for session meals, it is important to ask the providers about their packaging. It is possible to argue for different packaging or to find alternatives that use less plastic or other single-use materials.
- If we implement sustainable measures at events, it is better to be transparent about them to all participants. They are more likely to buy-in if they understand why the measures are in place.
- It could be useful to consider sustainability approaches when choosing Head Organisers. This way, the sustainability aspects of the session would be driven in conjunction with the NC.

Introduction to Wellbeing, Diversity and Inclusion

training by **Merve Betül Artış (TR)** (mervebetulartis@gmail.com) & **Saskia van Berloo (NL)** (saskia.van.berloo@eyp.nl)

Overview

This training module provides a deeper understanding of wellbeing, diversity, and inclusion and how we uphold these values in EYP. From exploring the different policies in place to the roles of bodies and safe persons, we have a glimpse into the functioning systems of safety mechanisms. Lastly, we talk about some good practices and their implementation in NCs and how the NC Governances maximize safety in the realms of their power.

Key Takeaways

1. Welfare in EYP is mainly protected and upheld by the Welfare Policy and can be achieved through various mechanisms such as ESP, CoC and Buddy Groups both in and out of events.
2. There are different safety bodies both on the IO side (Complaints Team and the Safe Core Team) as well as safe persons (ISP, NSP, ESP)
3. The ISP is a part of the SCT and the Governing Body and is in charge of supporting IO bodies and other safe persons (NSP and ESP).
4. The roles of NSPs and ESPs look different in each NC and event but their main responsibilities are to ensure the prevalence of EYP safety and welfare policies.

Aha! Moments

- Safe Core Team (SCT) is more focused on policy-making and training whereas the IRSCT (Complaints Team) works with reports and their handling, they are different!
- The roles of NSPs and ESPs extend beyond sessions and directing complaints and their involvement in events as early as possible is key.
- You can contact the HR officer at the IO if you have any questions about potential flags (Liam, hr@eyp.org)

Best Practices

- Onboard Safe Persons as early as possible to support leadership and help them oversee the process better.
- Enough and nutritious food for meals and coffee breaks for people of all dietary needs.
- Safety and welfare rules apply to everyone from leadership, to organisers and the safe person themselves!
- Do not make promises you can not keep and when in doubt, ask!

Useful links:

- [Members Platform Safety and Welfare Page](#) for all relevant information.
- [Presentation](#) used during the module.
- [Policy on Safeguarding Safety and Dignity in EYP](#).
- [Welfare Policy](#)
- [Complaints Mechanism Information and Resources](#).
- [Network-wide Resources](#)
- [Resources for ESPs](#)
- [Resources for NSPs](#)
- [Resources for NCs](#)
- Join the [Safety and Welfare Slack!](#)

Non-violent Communication

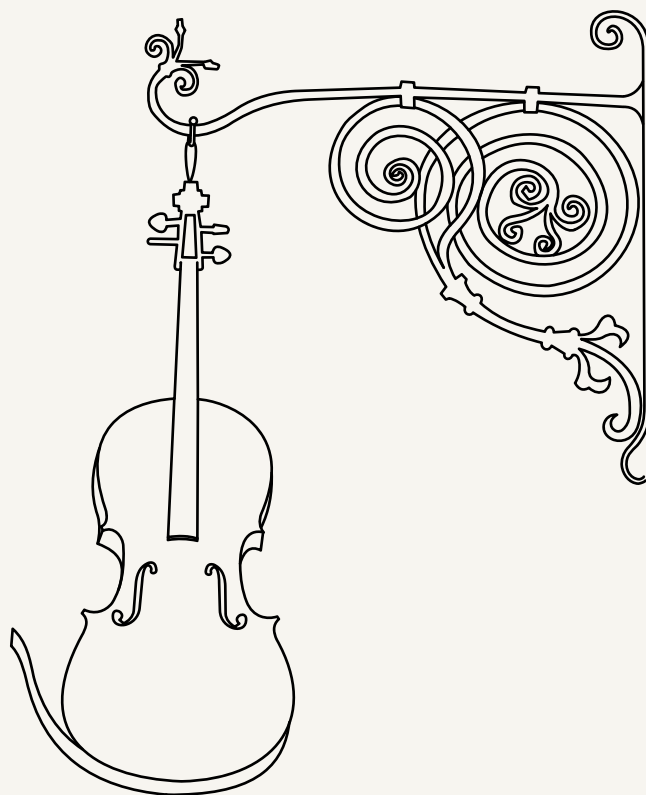
training by Angèle Courtot (FR) (angelecourtot@pejfrance.eu)

Overview

No EYP without teamwork, no teamwork without communication, and nothing is better than communicating in a non-violent way.

Key Takeaways

1. Communication is fundamentally about learning from each other, to understand different values, viewpoints, procedures, approaches, and situations.
2. You are saying something because you feel something because you need something! But that does not mean that needs are static, they can change but communication is about the present. The order is: Observations → Feelings → Needs → Requests
3. In communication, understanding the connections between people and circumstances is fundamental to being able to resolve any situation.
4. The “jackal” language is about being close to the ground and the present, and making snap decisions, including about people, on the spot, forming the language of demands – The “giraffe” language is far away from the ground, looks into the future and is the language of requests, accepting yes but they also know how to say no. That does not mean that one way of communication is superior to another.
5. Communication starts and ends with you, not necessarily about how other people perceive it!



Aha! Moments

- Non-violent communication is a process you can work on, not necessarily a skill.
- Communication should be about getting a point across in as few words as possible. The need to be precise and succinct.

Useful links:

- <https://www.youtube.com/watch?v=1BSiUOrmhs0>
- <https://www.youtube.com/watch?v=TZ36ZY46Kdl>

EYP Long Term Strategy

training by Jarne van der Poel (j.van-der-poel@eyp.org)

Overview

The long-term development of the European Youth Parliament (EYP) is laid out in our strategy for 2021 to 2025. All actors of the EYP network – Members, National Committees, and International Governance Entities – are involved in driving the strategy forward. This module will help you understand how the strategy works, and how you can contribute to it.

Key Takeaways

1. Pillars of EYP Strategy – a network that works as a catalyst from active citizenship; a network that fosters a peaceful European society; and a network that operates with a sustainable structure for strategic development
2. Our vision is shaped by what we imagine an ideal world to be, and in order to follow that, we follow our mission, which in turn fulfils our values
3. Initiatives are anything that helps us to reach our goals – it could be a tool, material, event or policy and can be done at any level and taken by any actor (e.g. Members, NCs, GB, Alumni or IO)
4. Expanding relationships between NCs beyond ones that are close in geographical location

Aha! Moments

- Initiatives are anything that helps us as an organisation to reach our strategic goals, so this includes everything from tools and materials to events and policies. This can be completed at any level by any actor (e.g. alumni, NC, IO or Member)



Organising Events with Local Impact

training by Annelies van Rijen, Studio Europa (annelies.vanrijen@maastrichtuniversity.nl)

Overview

EYP events can bring people from all over Europe together for a few days to discuss global topics, but how can our events also ensure that this "lands" in the local context of a region, city, town or neighbourhood?

Key Takeaways

1. It can be important to involve people from the local community where your event is hosted
2. Breaking the "EYP Bubble" can help include other perspectives or offer opportunities to people who normally would not have these opportunities
3. It is usually the longer events that have the time and space to do this, but shorter events can do it as well if they just think creatively

Aha! Moments

- You need to keep your audience in mind: don't include people for the sake of including them, but think of why it would be interesting to them. Do they even want to be included?
- Working together with local businesses and local organisations can also be beneficial to your event
- Working with other organisations and breaking the EYP Bubble is also part of the EYP Strategy for 2021-2025

Best Practices

- Tromsø International Session in Norway included Sami people, Sami organisations and a Sami delegation (free of charge)
- Kortrijk International Session hosted a "Spotlight Fair"

#ClosingTheGap

training by Jessica Gerke, Bertelsmann Stiftung

Overview

Successful youth events require an engaged and inclusive community, mutual cooperation and collaboration. Constant, effective communication and outreach enable youth organisations, like EYP, to collaborate with other European youth organisations. Identifying barriers to joining activities in an international setting is crucial to creating an appealing atmosphere and keeping participants engaged.

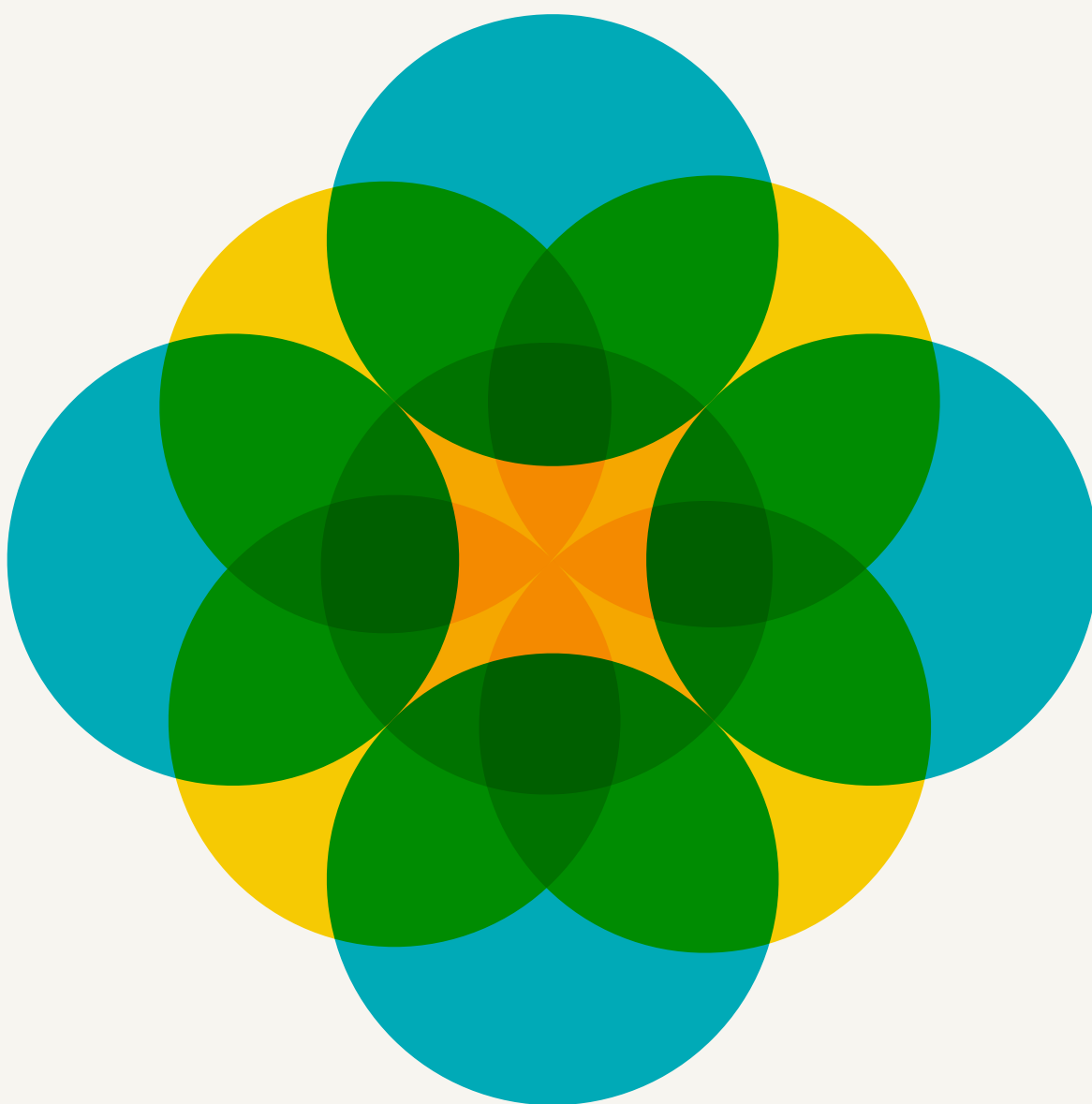
Aha! Moments

- There are organisations like Bertelsmann Foundation that supports youth engagement and initiatives.
- EYP is inter-connected but National Committees work in different ways, usually we focus on the familiar parts but learning about differences is fun.
- Some NC do not do many collaborations with youth organisations, seeing what other NCs do for this is important.

Key Takeaways

1. We need mutual cooperation, ensuring a safe place for everyone to express their opinions so that the youth can make their ideas heard to drive change.
2. Teachers and other friends encouraged us to join EYP but what made us stay is the people in EYP, The sense of community, sharing the same experience no matter where creates a sense of community. EYP is an intense experience but it is a shared experience between the people.
3. We are lucky to be here because there are some barriers like being able to speak English and the financial situations which make this organisation inaccessible to some. Most of the times when we talk about youth organisations and the politicians are there to take pictures but they are not listening to us.
4. NCs currently collaborate with other youth organisations because it is beneficial for connections to improve the events, reach out to as many people as possible. Lack of effective communication and internal struggles create barriers to collaboration as well as changes in volunteers' priorities. Youth organisations are very fast paced due to their nature which make it tough to have a continued communication.

President



Developing a Strategy for Your Own NC

training by **Alexandra Salo (FI)** (alexandra.salo@eypfinland.org) & **Mathieu Lecorney (FR)** (mathieulecorney@pejfrance.eu)

Overview

Many NCs, especially during and post-covid were operating in crisis mode, scrambling to get the basics covered and to keep afloat. After a period like this, it is important to remind ourselves of the networks and your own NC's needs in the long run, and how to get back into the strategic mindset and put the strategy into action.

Key Takeaways

1. A long-term strategy for your own NC is an effective way to ensure continuity and reflection on the state of your own NC
2. The strategy of your own NC even though operating under the EYP Networks 4-year strategy, can be quite different and have different needs and priorities.
3. There are many different ways to create a strategy and reflect on it, e.g. working groups, general assemblies, ...
 - a. The main thing is that you are actively following it and writing down clear goals and development points!
4. How to lead the creation and follow-up of a strategy

Aha! Moment

- Strategies which are summarised in well-built documents (such as a table) can help you realise partnerships because it shows your diligence

Best Practices

- Refer to the strategy of the EYP network
- Ask other NCs about their pluriannual or annual strategies
- Build your strategy together with your volunteers
- Use SMART goals, specific, measurable, attainable, and timely

A Comprehensive Guide to International Governance

training by Joshua Fitzgerald (IE) (joshua.fitzgerald@eyp.ie) & Güneş Uğuz (g.uguz@eyp.org)

Overview

This module is aimed at supporting and amplifying engagement with international governance at every level. We will uncover what value different network bodies have for you as an international coordinator/president, but we will also uncover how to engage your own member base with these bodies, allowing them to participate in the wider network.

Key Takeaways

1. What are the different bodies that operate within the EYP Network?
2. How can these different bodies support you in your work as board members?
3. How can you, or your members, interact with these bodies?
4. What is the importance of this engagement?
5. What are some barriers to effective engagement, and how can we overcome these barriers?

Aha! Moments

- Members can be involved in an NC's participation in the BNC, and this can help effective participation and foster engagement among future potential international coordinators
- The Network Slack and the cluster system offer many opportunities to knowledge share with other NCs
- There are many improvements that can be made to improve participation with international bodies

Best Practices

- Pre-digital training on BNC (Townhall)
- Workshops on the first day of the BNC front-loaded so those new to the BNC can be eased into it
- Premium Slack could prevent information loss
- More bonding time for presidents' network could support work

Leadership vs. Management

training by **Alexandra Salo (FI)** (alexandra.salo@eypfinland.org) & **Mariia Panchenko (UA)** (mariiaa.panchenko@gmail.com)

Overview

Being a good leader AND a good manager can be really difficult. Knowing how to adjust your leadership and management in different situations and with different people is important, especially in EYP when you need to work both as a manager and a leader with often varying levels of experience, motivation and time.

Key Takeaways

1. Leading is more about motivating, setting the vision and inspiring the organisation, it may involve a lot of strategy and long-term big-picture thinking! Managing on the other hand is more day-to-day, it is allocating tasks, ensuring the continuity of daily activities, staffing and coordinating. Many leadership positions in EYP require the skills of both leaders and managers.
2. It is important to reflect on both your leadership and management style, are there moments when you should be acting more as a leader and more as a manager?
3. There are theories that can help you in approaching your leadership or management style, for example, the situational leadership theory (in the slides), but they are no foolproof way to handle all situations.
4. Everything is relative – there's no sure way to lead

Aha! Moments

- You might not please everyone, but if you're honest about your strengths and your shortcomings, you'll do a lot of good
- Knowing yourself isn't something you're aware of naturally – it takes time and effort

Useful links:

[Link to PPT](#)

Managing Portfolios

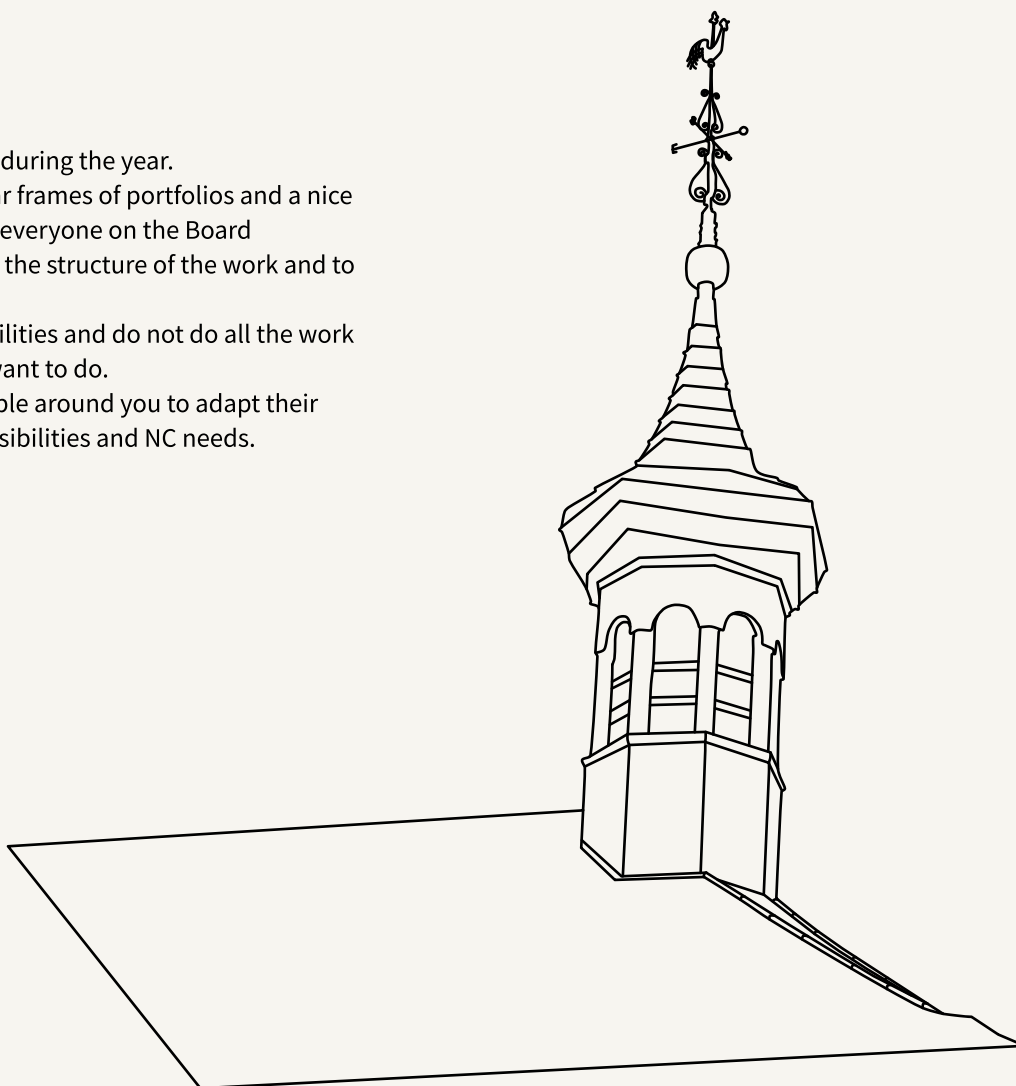
training by **Mariia Panchenko (UA)** (mariiaa.panchenko@gmail.com) & **Angèle Courtot (FR)** (angelecourtot@pejfrance.eu)

Overview

The module focuses on enhancing your portfolio management abilities, a crucial aspect of your role as president. Enhance teamwork within your NC board by efficiently assigning tasks. Mastering portfolio management skills ensures the execution of all duties, thereby contributing to your NC's accomplishments. In summary, this module aims to simplify your life by equipping you with the necessary skills to excel in managing portfolios for your National Committee. It covers diverse approaches to crafting and distributing portfolios, fostering adaptable skills to address your NC's evolving requirements.

Key Takeaways

1. Portfolios can be changed during the year.
2. It is important to have clear frames of portfolios and a nice understanding of them by everyone on the Board
3. Do not be afraid to change the structure of the work and to say “No” to people.
4. Do not overtake responsibilities and do not do all the work that other people do not want to do.
5. Be flexible and talk to people around you to adapt their work the best for their possibilities and NC needs.



Partnerships

training by Angèle Courtot (FR) (angelecourtot@pejfrance.eu) & Mathieu Lecorney (FR) (mathieulecorney@pejfrance.eu)

Overview

Partnerships play a crucial role in the success and growth of any NCs or projects. Yet, partnerships are often defined as sponsors, which is not true!

Key Takeaways

1. There are a lot of different kinds of partnerships, not only financial. They can bring skills (e.g., an organisation working with people with disabilities can help us adapt our events) and visibility (e.g., an organisation can deliver a label which will help us to be recognised as a reference actor in youth policies)
2. Each National Committee has its own partners. Each of them can ask for advice in order to think beyond!

Aha! Moments

- Skills and visibility partners are very relevant to success in making our events more diverse and inclusive
- Your National Committee can create a private partners charter which introduces eliminatory and/or favourable criteria, making your choices of partners more relevant and rational

Best Practices

- Think beyond financial partners
- Identifying your weaknesses (e.g. through a SWOT analysis) and making a strategy for your NC is useful to know in which area you need a partner
- Build projects with sponsors, which can be other things than sessions (a specific event, or a plea on a political topic, etc..)

Accountability

training by Hannah Amanda Aichhorn (AT) (hannah.aichhorn@eyp.at)

Overview

Unmasking the Guardian Within: The Power of Accountability:
This interactive workshop is relevant for individuals in leadership roles and those aspiring to be better leaders, as it equips them with essential skills and attitudes such as crisis management, responsibility-taking, and transparency, fostering a culture of accountable leadership and improved work outcomes.

Key Takeaways

1. Appreciating yourself is also part of accountability
2. Eisenhower Matrix
 - a. The Eisenhower Matrix is a time management method for distinguishing between important and unimportant, urgent and non-urgent tasks. Alternatively, it is also referred to as the four-quadrant method, Eisenhower method, Eisenhower principle or Eisenhower box.
3. What happens after your term on the board is over, who is accountable for your actions after you leave - Who is accountable for your actions?
4. Transparency is key when it comes to working with others and forming decisions.

Aha! Moments

- Eisenhower Matrix
- Teamdynamic boundaries are essential when it comes to different events

Best Practices

- Honesty is key, if one communicates openly with the team decisions are easier to form and one has a better ground for discussion.
- Keep in mind that everyone is a human being and communication is key here when it comes to coordinating tasks
- Setting clear expectations and boundaries at the beginning of the year is essential

Useful links:

- GEORGE G. BRENKERT. Corporate Integrity and Accountability. Thousand Oaks, Calif: SAGE Publications, Inc, 2004. ISBN 9780761929543. Disponível em: <https://search-ebscohost-com.uaccess.univie.ac.at/login.aspx?direct=true&db=nlebk&AN=474237&site=ehost-live>. Acesso em: 1 set. 2023.
- O'Dwyer, B., & Boomsma, R. (2015). The co-construction of NGO accountability: aligning imposed and felt accountability in NGO-funder accountability relationships. ACCOUNTING AUDITING & ACCOUNTABILITY JOURNAL, 28(1), 36–68. doi: 10.1108/AAAJ-10-2013-1488

Managing a Sustainable Transition and Knowledge-sharing between Generations

training by Joshua Fitzgerald (IE) (joshua.fitzgerald@eyp.ie)

Overview

Sustainability can be defined as the quality of being able to continue over a period of time. Indeed, an organisation like EYP does not limit people's terms on the board and ensuring that knowledge and strategies are being shared among generations will help your NC become stronger.

Key Takeaways

1. What is onboarding, and what are the struggles across the network?
2. How does onboarding affect the ability to attain board members?
3. Role definition as an NC board, its influence on attracting potential board members, welfare for current board members, and effective handover
4. Transparency as a board, record keeping, and its importance
5. Defined transition times, and onboarding events

Aha! Moments

- Transparency with members in decision-making and work output can help members understand the work of different board members, making the task of running for the board less daunting and helping them carry out their work once they are on the board effectively
- Regular efforts throughout the year to create a written output of work can mean that context can be preserved, and future board members can learn from your work
- Having an “EYP Bible” or working procedure for each board member can help them understand the role, and overcome common challenges faced by previous individuals in the role

Best Practices

- Create regular updates to be shared among members, including minutes of NC meetings, but also focusing on the work of individual board members
- Involve members in decision-making of the NC, for example, BNC proposals, or creating working groups, boosting familiarity with the role
- Create end-of-year reports summarising work done and strategic recommendations, so the NC board continues to progress on long-term efforts
- Have defined transition times, so outgoing board members know over what time to mentor/support incoming NC members
- Use a shared drive, so that institutional knowledge is not lost by the NC
- Use social media reels to present the work of each portfolio, to encourage participation
- Utilise your alumni network, and advisory board, to support transition
- Use onboarding days/weekends to create physical handovers between the old and new board

Useful links:

- [EYP Ireland Onboarding Working Procedure 2022/23](#)
(An example of a working procedure)
- [International Officer End of Year Report 2022/23](#)
(An example of an End of Year Report)
- [International Officer Updates 2022/23](#)
(An example of quarterly updates)

Managing Board Welfare

training by **Alexandra Salo (FI)** (alexandra.salo@eypfinland.org) & **Mariia Panchenko (UA)** (mariiaa.panchenko@gmail.com)

Overview

Being a president of the NC is not only about being a good manager of the processes, but it is also about taking care of the people you work with. Crisis situations, burnouts, and conflicts during the one-year term influence the well-being and productivity of the Board Members. This can result in problems with communication within the Board and consequently with the events and other members. Knowing how to take care of the Board will help you increase productivity and spread a positive attitude in the team and NC in general.

Key Takeaways

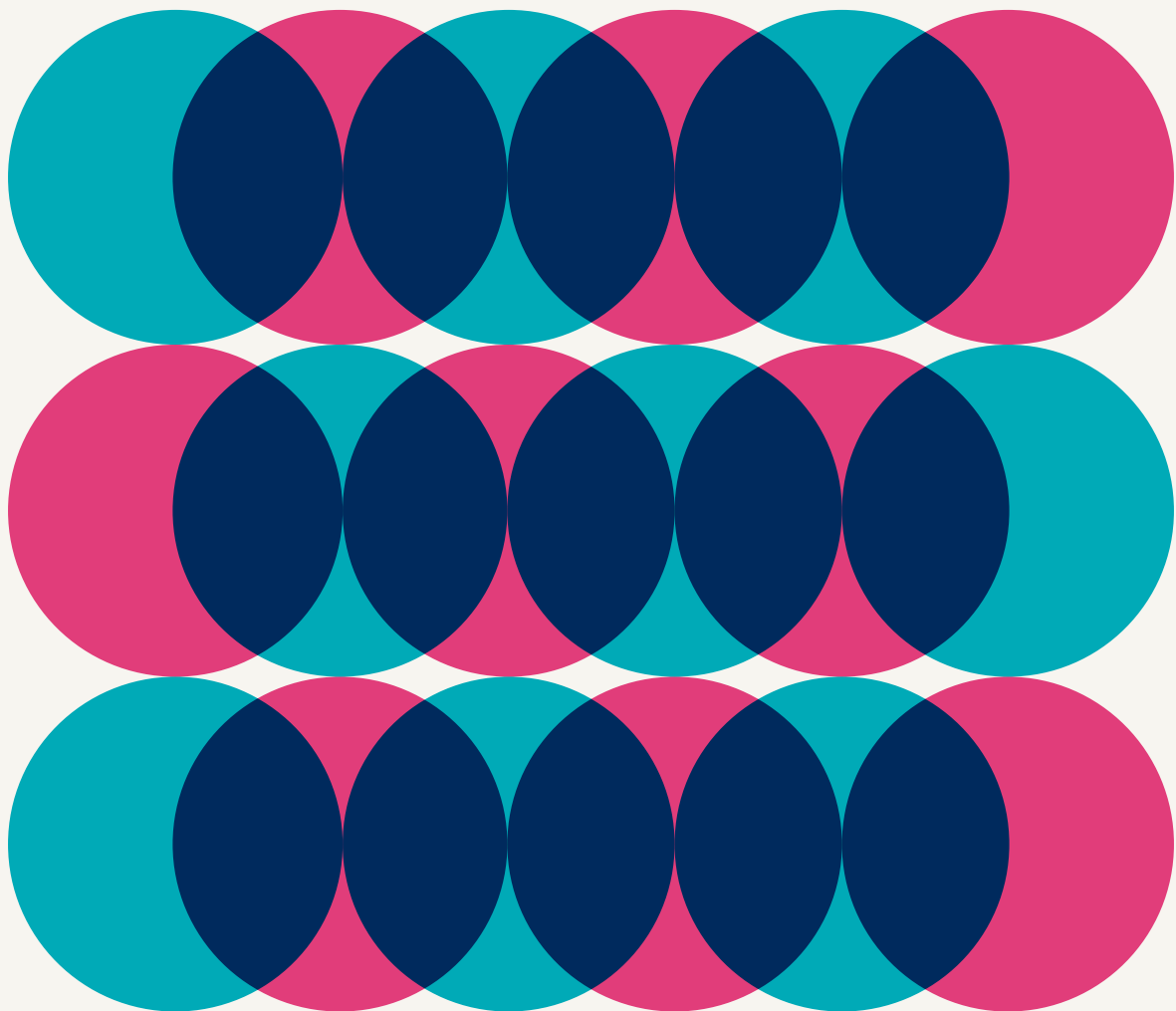
1. EYP NC board welfare is different from session welfare.
2. It is important to evaluate the energy levels of the Board Members throughout the year, giving enough space for the rest, autonomous work and guidance from more experienced EYPers.
3. Conflicts are an essential part of team management, so do not avoid them, but learn how to better manage them.
4. This is a long-term volunteering, so everyone should find a balance between their personal and professional life, people tend to be more active in the beginning, so the President should coordinate the team dynamics in the Board.
5. Listen to other people and create a safe space by using some rules in communication. You do not have to please everyone for a pleasant environment. Take care of yourself first.

Best Practices

1. Separate personal and professional communication by using different channels and letting people chat whenever they want.
2. Make welfare/emotional, work and fun calls separately.



Human Resources



Improving Outreach

training by **Conor Comiskey** (c.comiskey@eyp.org) & **Anne Flotho-Liersch** (a.flotho-liersch@eyp.org)

Overview

As the network is still recovering from the challenges brought about by the COVID-19 pandemic (including difficulties with members' retention and Human Resources), enhanced outreach efforts can offer avenues for National Committees to return to their previous levels of engagement. This requires a thorough evaluation of barriers to entry and a strategy on how to approach organisations, institutions and individual members of youth that were previously not included in outreach efforts.

Key Takeaways

1. Main barriers to taking part in EYP (brainstormed by NC representatives): language, economic barriers, age, time, awareness, logistics
 - a. Public image (unsure about what it is, don't hear about it, giving a political image that might not work with the political environment in the country, some schools are put off by the 'political' appearance of EYP, can have a 'clique'/close friends feeling that means people don't think they can take part)
 - b. Economic barrier (this can cause dominance of private schools, having to pay participation fees or for travels, rising cost of living and economic crisis), age (it can be hard to do EYP when at university, people can feel it is too 'high school', travelling with younger young people can be difficult both internationally and within regions), language barrier (some people don't feel confident public speaking in English), school (if NCs don't work with schools it can be hard to get time off), awareness (people are not aware of EYP in the region), retention (it can be hard to approach the organisation after taking part), joining process (the application process can be very long if you don't join through a school), logistics (a lack of chaperones available, causes drop-outs for international events), accessibility requirements (not really a point of active focus during the planning process of an event)
2. Outreach is something that takes a long-term buy-in from stakeholders within the organisation:
 - a. Current boards – They have the power to evaluate, update or even start outreach strategies. They can also find new partners, both on a national and regional level. There needs to be a passion for this topic in the handover - outreach can get lost in transition otherwise!
 - b. Future boards – Have the ability to re-evaluate, change, work with the previous board and highlight areas. Onboarding HOs is important – they need to maintain the partnerships, as sustainable outreach is not possible without this! We need long-term partners, not just for one session, they need to outlast the board
 - c. Head Organisers - They should also plan outreach at the events. This doesn't have to be just the responsibility of the boards. HOs can make practical plans to include new groups/partners.
 - i. E.g. EYPiE – phoned up local politicians asking them to sponsor a delegate from a disadvantaged school for 50 EURO
 - d. Members - They need to stay informed and the board should keep them updated - both in terms of the good and the bad. Being vulnerable means that they will demand outreach from the board and can hold HOs and the Board accountable. They will also be voting for years, so they can vote for outreach – therefore it is not just a glossy addition, but something that they want clear, practical ideas
3. This is not an easy task! There are often a lot of challenges, both internal and external
 - a. Internal: language – trying to reach out to languages with different regions; self-reflection/awareness - not realising the extent of the awareness of the organisation and not making outreach a priority
 - b. External: infrastructure – some places not having appropriate accommodation options, economic – current economic situation (POTENTIAL SOLUTION – using more online events to make them more accessible)

Best Practices

- Think long-term and short-term when trying to tackle barriers - this isn't something that can usually be done within one board term!
- Relook at templates used to reach out to schools etc - get someone who isn't involved in EYP to look at them and ask if the outreach email/introduction makes someone become motivated to join EYP – very much a "we love what you do, we would love to work with you"
 - Potentially this could be created in collaboration with the Communications person
- Instagram - look at what posts are getting more likes and interaction, and try to work out why. E.g. often posts with people in them get more likes than infographics
 - Close Friends - Slovenia, EYPiE and other NCs have a close friends story for their members, shows how Instagram can be used for membership retention as well as outreach
- Mention travel reimbursements if you have them, to show that we have mechanisms in place to try to ease the economic barrier to taking part
- Reaching out to other youth organisations
 - Such as Church or Sport Organisations – identify a few clubs and ask if you can join one of their meetings to explain what EYP is and how it might be interesting for their members. This helps with outreach that isn't schools-based.
 - You can also help to focus on certain groups who might feel like EYP is not for them, going to them can help show that it is and they are welcome
 - When communicating with them, make it clear that they will gain something from you, as you will gain something from them – a win-win situation!
 - Use your personal experience – what made you want to join EYP? Communicating this with people will inspire them!
- EYP ES – gives 'scholarships' to members who might not be able to afford them, through travel reimbursement and paying participation fees
 - They have individual delegates that come and ask on the form if they need economic support
 - EYPiE – have government data about the socio-economic background of participants and local officials can identify which schools might be facing large economic barriers

Short-term solution ideas

- Having a leaflet or presentation that is already made to be presented to schools and relevant teachers, maybe create a Google form as a membership application
- Monthly Zoom Call at the same time each month as an outreach – could have a form on your website that automatically sends the Zoom call link, this is easy as it is online so people don't need to travel
- Content creating – making pamphlets to hand out about EYP, adding more visuals to what we create, making posts showing the 'funny' moments in EYP to make people interested and show it isn't too scary/serious/like MUN or other formal events
- Go visit schools – HR officers could go into schools

Long-term solution ideas

- Create outreach guidelines to be passed from board to board, be evaluated and modified each year
 - Creates a solid framework that can be used for year on year
 - Clear goals – easier to be accountable
- Think tank for outreach strategies
- Building up databases with partnerships and schools to keep track
- A long-term outreach plan that could be voted on by members to ensure the strategy is one that they agree with
- With HO calls – suggest outreach cities that they want to have a new session in and try to support them to do so
- Member's Complaint channel on Slack – can be used to hold the board accountable for outreach
- Get HOs to try to involve more youth organisations in the local area

Aha! Moments

- Getting in touch with youth organisations, including sport organisations, to reduce pressure on teachers
- To establish long-term outreach you need to stay in touch with members – communicate with them through social media (e.g. Close Friends), 'think tanks', briefings
- Being vulnerable with members to help with outreach - asking them if they can help in a specific area/group
- Keeping outreach in mind for HOs – making it potentially part of the vision, informing HOs about the way they could outreach
- Plan outreach events in the country language – this can be a main barrier for delegates in specific underrepresented regions

Officials Selections for Sessions

training by **Mariia Panchenko (UA)** (mariiaa.panchenko@gmail.com) & **Marine David (FR)** (marinedavid@pejfrance.eu)

Overview

Despite officials often comprising 30% of session participants, many NCs struggle with their selection. Efficient management of official selection is crucial. It is important to know EYP leadership tiers, distinct selection processes, eligible leaders, and application criteria. Develop skills in forming leadership vision, crafting selection calls, and running efficient panels with an unbiased approach for equal access, self-awareness of biases, and NC-officials representation.

Key Takeaways

1. Remember about the structure of the event you are looking for officials for. Follow it both during the selection and communication with officials.
2. Be careful with the questions for the applications: do not make them too difficult and deep yet enough to get to know a person, trying different formats.
3. Pay attention to the motivation and experience, but do not be afraid of taking young EYPers who would need some training.
4. Do not hesitate to contact other NCs if you would like to know about the performance of the candidate.
5. Do not forget about possible biases during the selection: create an anonymous spreadsheet with no names of the candidates and let all people in the selection panel explain their choice. Understand that if you could possibly be biased, better refrain from making any comments. Of course, if you see that a person with whom you had a bad experience is about to be chosen, do not be silent.

Jury Selection

training by Joshua Fitzgerald (IE) (joshua.fitzgerald@eyp.ie)

Overview

The People vs. EYP – A Fun Exploration of Practices Across the EYP Network: This module will enable you to learn from the different jury practices across the network, in a way that is interactive and fun! You will then be given the chance to reflect on what you learn from the different practices across the network, and how they would apply within your own NC through discussions.

Aha! Moments

- Different selection processes (individual/school selection) exist in different NCs
- Introducing jury members to committees can make them more approachable
- Giving jury teams autonomy over selection processes can boost their motivation

Best Practices

- Offer in-session feedback
- Give jury teams some control over criteria
- Have jury teams introduce themselves to committees
- Don't limit membership by selection

Useful links:

- [EYP Interactive Guide](#) (Jury Sections are at the bottom of the page)
- [EYP Ireland Jury Policy](#) (I am not sharing this as an example of a necessarily perfect policy, merely just to give readers a point of comparison with their own, if you have permission from your own NC, please share your own NC's jury policy with your fellow trainees)

Key Takeaways

1. Ideas surrounding the very purpose of jury teams differ across the network, with some NCs viewing them as having a greater role in selection, and others in boosting the personal development of delegates, and fostering retention, however, a general shift towards the latter purpose (to varying degrees) has been observed in many NCs.
2. Certain NCs operate with a school selection approach, whereas others focus on selecting individual delegates, some have hybrid approaches, and some participants felt that while an individual approach can create a fairer selection landscape, a school/collective selection approach can help with sourcing delegates for sessions, and for easy management when sending them abroad for international coordinators.
3. Introductory times/phases for the jury team at the beginning of events increase approachability and this makes delegates more likely to participate in any feedback process offered, this can mean having a jury member have 5/10 minutes with their focus committee for a QnA, or another approach, for example them participating in some teambuilding games.
4. In-session feedback can allow delegates to implement suggestions immediately, and jury teams can observe their implementation of feedback to determine their ability to grow within an EYP setting, an equitable criterion.
5. Selection was determined by trainees to have varying degrees of effect in motivating delegates to continue participating in EYP, many NCs observed that those that were selected for international events were more likely to continue in EYP, the use of feedback and the jury member offering feedback taking on a "mentor on the inside" approach, also boosts retention.

Retaining Delegates and Activating Young Volunteers

training by Joshua Fitzgerald (IE) (joshua.fitzgerald@eyp.ie)

Key Takeaways

1. Finding a balance between retaining members through sessions and non-formal session events
2. How do you communicate with your members – is it a one-way platform where the board communicates with the members or can the members speak to each other?
 - a. Dwindling use of Slack / Discord from the Covid era, having issues with WhatsApp group chat engagement
 - b. Can use a lot of opt-in channels to allow people to choose if they want to be in ‘fun’ channels or if they just want NC / BNC updates and announcements. Can also have channels for different cities and generations
 - c. Use of TikTok to engage members through funny videos
3. Proximity between the members and the board – how can you involve them in decisions made by the board?
 - a. Some NCs communicate every month with members
4. Training and onboarding of new members – some NCs do Zoom calls, others try to prioritise new members for delegation selection, some have Members Training Weekend, others have Mentorship programs, EYP101 Training with an introduction to welfare, application and EYP board
5. Focus on community – often easy to run low-cost ‘social’ events in place of a session, but finding the balance between this can be hard and varies from NC to NC

Aha! Moments

- Free [Canva](#) and [Slack](#) for NGOs and super easy to register! [Microsoft Azure Grant](#) for NGOs gives grants and discounts for Microsoft software
- Mentorship program
- Opt-in channels on Discord to allow people to choose what they want and have channels for their different interests

Best Practices

- Have defined onboarding programmes such as mentorship programmes to support new members and include them in the organisation
- Involve members in governance/international governance processes to reduce the distance between them and the board, boosting the likelihood of them joining the board later
- Community communication platforms can allow members to engage with EYP when they cannot attend sessions

Useful links:

- [EYP Ireland Onboarding Working Procedure 2022/23.docx](#)
- <https://www.canva.com/canva-for-nonprofits/>
- <https://slack.com/help/articles/204368833-Apply-for-the-Slack-for-Nonprofits-discount#:~:text=The%20Slack%20for%20Nonprofits%20program,for%20workspaces%20above%20that%20size.>
- <https://nonprofit.microsoft.com/en-us/getting-started>

Alumni Management

training by Alexandra Salo (FI) (alexandra.salo@eypfinland.org)

Key Takeaways

1. Alumni are easy to keep engaged and often keen to give back to the organisation!
 - a. They remember EYP and are familiar with our core functions and likely have good memories from our events! They might not want to do a lot, but including them in small ways can go a long way – we are all volunteers and they were too! Thank your elders <3
2. Their networks could be very valuable for sponsorships and partnerships
3. Contacting alumni members can be difficult as often GDPR means that we cannot keep emails for a long time without their specific consent.
4. Figure out what your alumni need and want, and base your engagement with them on that. They are more likely to want nicer events and have more money, but less time
5. Mentoring programs can help to connect your alumni and often they can provide career-related and other advice to younger generations
6. Be strategic – be patient and have a long-term plan as networks need to be nurtured. It's also good to start preparing for big festivities long in advance, gauge interests and create infrastructure that will last
 - a. For example:
 - i. 2023 Create alumni network
 - ii. 2024 Launching the first initiatives e.g. advisory boards, mentorship program
 - iii. 2025 Celebratory events e.g. 15th celebrations

Aha! Moments

- Engaging alumni is key and can lead to future partnerships
- Alumni are not as needy as current members, so they only need contact a few times a year and tend to want 'nicer' events (e.g. a drinks reception)
- Ensure that you are following GDPR guidelines if you are storing their contact details for a long time!

Best Practices

- You could do a reunion event every 5 years, and biyearly email newsletters to keep them updated on what is going on in the network. Having different mailing lists – one that is more frequent for the current generation and then another for a few times a year for alumni. You could add a section on the website where they could sign up for the alumni newsletter.
- History books are also an interesting and great way to involve your alumni and show how much you appreciate them! EYP Finland does one every 10 years (very cool would recommend checking it out!)

Useful links:

[EYP Finland History Book](#)

Non-session Member Activities

training by Angèle Courtot (FR) (angelecourtot@pejfrance.eu)

Overview

Going back to the basis of EYP, and find what the mission and values of the organisation are.

Key Takeaways

1. To broaden the knowledge and motivation of high school students different options are possible such as debate kits, and modules in high schools.
2. To organise these non-session activities a few things are important to keep in mind:
 - The budget and resources
 - Commitment of participants and organisers
 - schedule, so the event makes sense in the calendar
 - Promotion is important, so other NCs might take it over or get international participants
 - Divers activity selection, so the events are open to everyone, different age groups, different backgrounds and the difference in mobility of the participants.
3. Keep contact with the members, to keep them active, through for example group chats, members' weekends...
4. Understand your community to be able to give the activities that would have the most impact.

Aha! Moments

- The number of different activities possible, an example is EYP France which has a lot of different activities within its network.
- The keys we got are not only important for non-session events but also for sessions.

Best Practices

- Debate kits, modules in high schools, Members Weekends.

Managing a Sustainable Transition and Knowledge-sharing between Generations

training by Joshua Fitzgerald (IE) (joshua.fitzgerald@eyp.ie)

Overview

Sustainability can be defined as the quality of being able to continue over a period of time. Indeed, an organisation like EYP does not limit people's terms on the board and ensuring that knowledge and strategies are being shared among generations will help your NC become stronger.

Key Takeaways

1. What is onboarding, and what are the struggles across the network?
2. How does onboarding affect the ability to attain board members?
3. Role definition as an NC board, its influence on attracting potential board members, welfare for current board members, and effective handover
4. Transparency as a board, record keeping, and its importance
5. Defined transition times, and onboarding events

Aha! Moments

- Transparency with members in decision-making and work output can help members understand the work of different board members, making the task of running for the board less daunting and helping them carry out their work once they are on the board effectively
- Regular efforts throughout the year to create a written output of work can mean that context can be preserved, and future board members can learn from your work
- Having an “EYP Bible” or working procedure for each board member can help them understand the role, and overcome common challenges faced by previous individuals in the role

Best Practices

- Create regular updates to be shared among members, including minutes of NC meetings, but also focusing on the work of individual board members
- Involve members in decision-making of the NC, for example, BNC proposals, or creating working groups, boosting familiarity with the role
- Create end-of-year reports summarising work done and strategic recommendations, so the NC board continues to progress on long-term efforts
- Have defined transition times, so outgoing board members know over what time to mentor/support incoming NC members
- Use a shared drive, so that institutional knowledge is not lost by the NC
- Use social media reels to present the work of each portfolio, to encourage participation
- Utilise your alumni network, and advisory board, to support transition
- Use onboarding days/weekends to create physical handovers between the old and new board

Useful links:

- [EYP Ireland Onboarding Working Procedure 2022/23](#)
(An example of a working procedure)
- [International Officer End of Year Report 2022/23](#)
(An example of an End of Year Report)
- [International Officer Updates 2022/23](#)
(An example of quarterly updates)

Delegate Outreach and Reaching Marginalised Groups

training by Joshua Fitzgerald (IE) (joshua.fitzgerald@eyp.ie) & Mathieu Lecorney (FR) (mathieulecorney@pejfrance.eu)

Overview

Including people who are excluded from democracy is a core value of EYP. Yet, including marginalised groups of people can be a challenge. Therefore, this module is your key to meaningfully including delegates during every part of their EYP journey.

Key Takeaways

1. Identifying different marginalised groups and their barriers to inclusion
2. Reflecting on the different realities in each NC
3. Finding solutions that can help move the inclusion conversation forward in the network

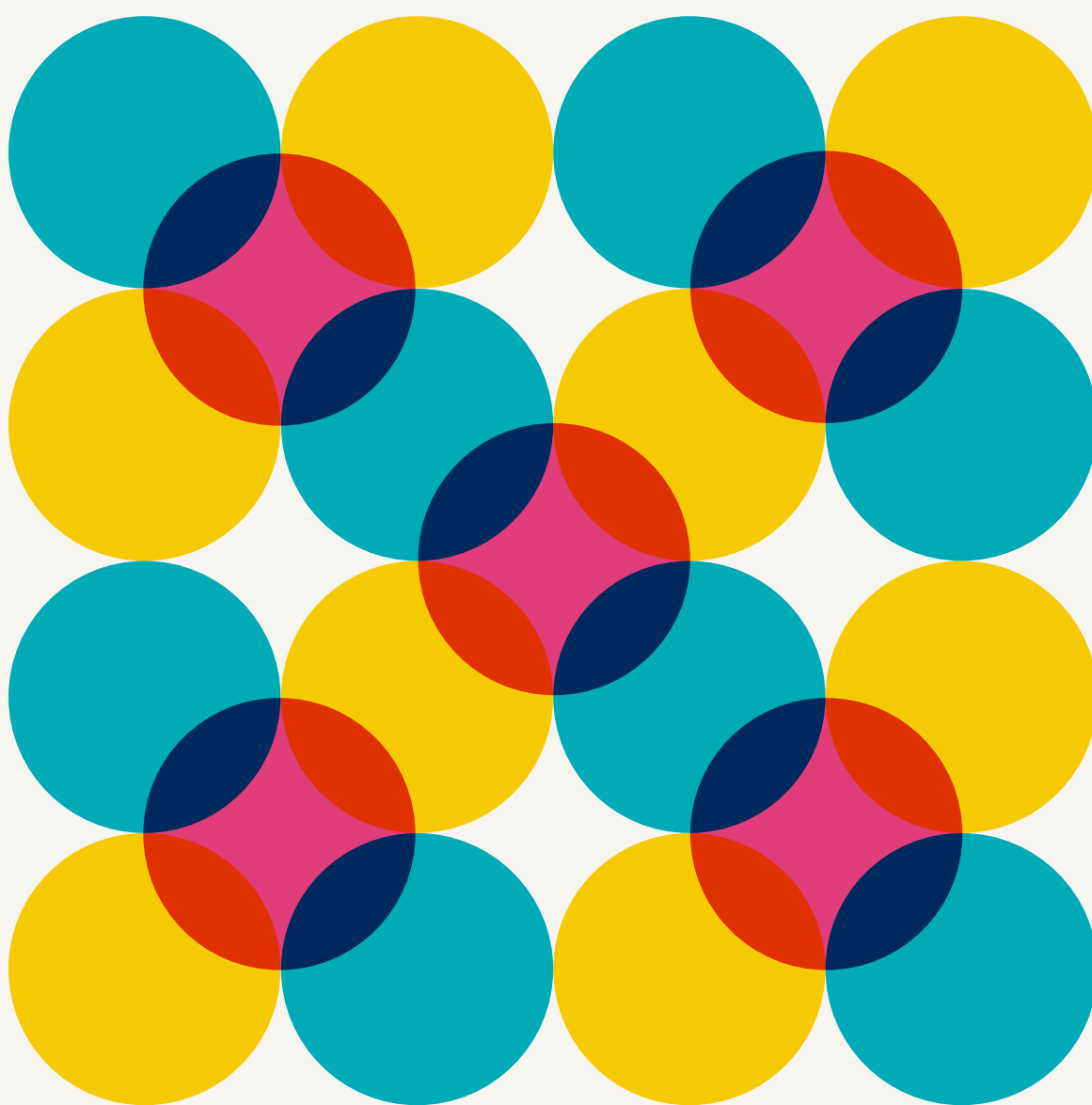
Aha! Moments

- Sensory rooms are a good way to include more people
- Asking the delegates if they have specific needs, and asking for feedback
- ESP with specific backgrounds or education about a specific topic (e.g., having a person who does Ramadan can be very nice for a session where Ramadan is at the same time)

Best Practices

- Marginalised groups can be separated into a few categories, helping you to think and identify challenges:
 - Socioeconomically Disadvantaged Groups
 - Geographically Isolated Groups
 - People with disabilities and neurodivergent people
 - People excluded based on their school/educational background
 - Culturally excluded groups (such as refugees/immigrants, or speaking specific dialects, etc.)
- Create partnerships with organisations working with marginalised people
- Reflect on how you can create an event whose features are specially adapted for a marginalised group
- Gather feedback from people of different marginalised groups, ask them about their needs and adapt your practices to reflect them
- Reach out to different interest groups who support different marginalised groups for knowledge, and support
- Try and source accessibility/equity-focused sponsorship to support accessibility efforts in your events

Session Coordination



Session Coordination 101

training by **Maria Koimtzogou (GR)** (koimtzoglou.m@gmail.com)

Overview

Organising sessions has become an important aspect of NCs. As the network is struggling with HR and with finding experienced members, organising sessions in the post-Covid era has been an issue for most NCs. This module provides the basics of session coordination and how to approach the concept of it.

Key Takeaways

1. The role of an NC representative overlooks a wide scope of responsibilities, the main ones being mentoring and supporting the HOs, enforcing NC policies and providing resources.
2. The NC-rep is not there to be another HO. Respect HO visions, you are there to supervise and support, not necessarily to lead.
3. Every unresolved communication will float to the surface at the session.
4. The biggest part of NC repping is, like it or not, meetings.
5. Meetings should be intentional. Have an agenda, invite relevant participants, go in prepared, and conclude with actionable next steps.

Aha! Moments

- Most problems at a session arise from a lack of communication.
- It's okay for the HO to know more than you
- Not everything has to be a meeting

Best Practices

- Consider the scale of the event and experience of the HO when conceptualising your approach

Sessions innovation & Evaluating feedback

training by **Maria Koimtzogou (GR)** (koimtzoglou.m@gmail.com) & **Bente Presse (NL)** (bente.presse@eyp.nl)

Overview

In the post-COVID era, it's important to set which aspects need changes and how an NC can effectively innovate in those. At the same time, the most useful source for designing an idea is past feedback. This module laid down how to evaluate feedback that the NC has received and take advantage of it in the best way possible to improve and accommodate its members' needs.

Key Takeaways

1. We strive for innovative actions aiming to fix something that isn't working anymore
2. Innovation can be in different aspects of an NC; how the NC board works, sessions' programme, sessions' location etc
3. Innovative ideas and changes take time and require concrete planning
4. Feedback is the main source for innovations and should be taken into consideration when changing aspects of sessions
5. Feedback forms are the main way to collect feedback but it's essential the feedback responses are analysed and stored

Aha! Moments

- We don't innovate for the sake of innovating
- NCs need to find a proper way to store their collected feedback so that it doesn't get lost
- A good practice for NC boards is to read past feedback responses to see where and if they should innovate

Communicating with Leadership

training by **Maria Koimtzogou (GR)** (koimtzoglou.m@gmail.com)

Overview

Communicating with Leadership is one of the very first steps to every session. As part of the Leadership is usually from a different NC, their way of working, expectations and knowledge may differ from the home NC. Setting an open line of communication from the beginning can ensure a smooth session and management of welfare.

Key Takeaways

1. There is not a universal definition of 'leadership' across the network. Members of different roles are part of leadership in different NCs and different sessions. It is important to communicate about this with the leadership as a whole and decide how you will approach the question of 'who is leadership?'.
2. As an NC member, you should feel empowered to push back on leadership requests if they are not in line with your NC's policies or strategies.
3. You should not feel that coordinating leadership will be done without support. Reaching out to current or former board members for advice on best practices can be very helpful.
4. Just because a leadership member is very experienced, you should not assume that they will be able to work on everything alone.

Aha! Moments

- It is easy for us to forget that some very basic practices will differ from event to event and we need to ensure everyone is on the same page.
- It is always easier to foster effective communication if you work on it from the very beginning of the session process.
- If a leadership member that you are working with is very experienced, this does not mean they deserve more of a say than you do.

Best Practices

- Establishing the NC rules clearly and thoroughly in an introductory meeting with the leadership team.
- Communication should be clear, honest, respectful and consistent throughout the session process. Boundaries in communication should also be made clear.
- When evaluating members of leadership whose performance did not live up to expectations, the NC member should communicate only issues which have been previously flagged/discussed with the member of leadership. Evaluations should not be used to air personal grievances.

Fundraising in Practice

training by **Maria Koimtzogou (GR)** (koimtzoglou.m@gmail.com) & **Mathieu Lecorney (FR)** (mathieulecorney@pejfrance.eu)

Overview

Fundraising is a crucial part of every session and NC but is often viewed as a daunting task. This module will offer a very practical approach focused on the A-Z of fundraising, starting with how to find potential donors to reporting expenses

Key Takeaways

1. It is important to acknowledge and understand the diversity of sponsors
2. Theory can only take you so far, a practical approach to how to search for potential sponsors must be drafted for every country
3. Best practices for fundraising aren't the same for every NC, but there should be collaboration among NCs

Aha! Moments

- Fundraising packages are a good marketing practice
- Fundraising is hard, and you have to persist because each email or call can completely shift your project

Best Practices

- Create packages of sponsorships, so that the potential sponsors understand what they can give and get
- Persistence is key, never give up!
- Know exactly what EYP is, what your event is and what you are looking for
- Use LinkedIn to search for Alumni, by using filters on "last company" and "region"
- Use quote marks (like "this") on Google to find easily potential fundraisers
- Search on Google in your own language, in English and in the language of the place of the session
- Call sponsors in the morning instead of in the afternoon
- Send New Year and holiday cards to partners
- Send audiovisual content after the realisation of the project
- Spam and call potential fundraisers (be annoying)

Healthy Management of HOs

training by **Hannah Amanda Aichhorn (AT)** (hannah.aichhorn@eyp.at) & **Maria Koimtzogou (GR)** (koimtzoglou.m@gmail.com)

Overview

"Build Bridges, Conquer Projects: Discover the Power of Unified Communication for NCs and HOs!" : Effective communication and collaboration between project managers (NC) and team members (HOs) are crucial for project success. HOs may feel overwhelmed, hindering their ability to enjoy the session, while NCs can be overworked handling multiple projects simultaneously. Finding ways to address workload and foster a positive working relationship is essential for managing stress and achieving project goals. Hence this module is crucial for ensuring successful project execution while safeguarding the well-being of team members.

Key Takeaways

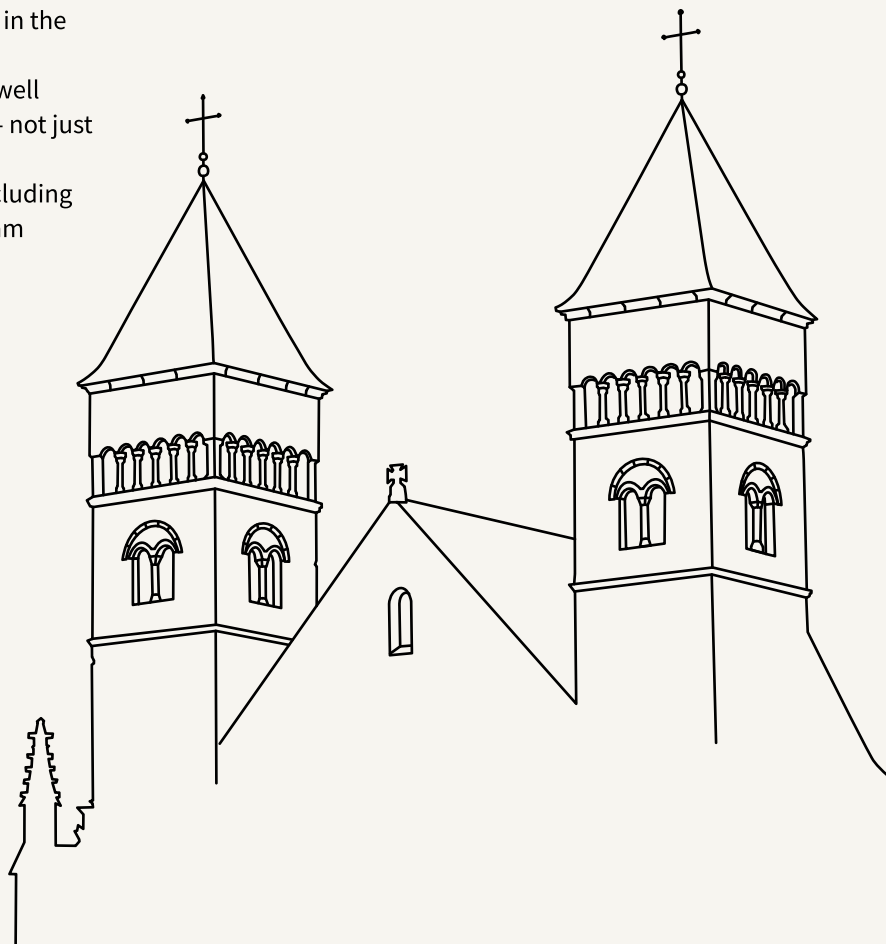
- PGMs being used for Team Management and for transparency to the HO and the circle of communication.
- Establish the needs and wants of communication with the HOs early on at the beginning of the project.
- Setting clear boundaries in the team and dynamic in the event.
- Plan HO training for the Events to ensure they are well trained and have a support system to fall back on - not just on knowledge but also emotionally.
- Masterplan for different phases of the Sessions including all the teams or making one specifically for the team members and their tasks.

Aha! Moments

- As NC you need to monitor the relationship between HOs - deciding on your dynamic is important early on.
- Wellbeing inclusion the the masterplan for all teams, especially Orga-Team
- Having a Masterplan for pre-session work next to a Masterplan for on Session

Best Practices

- Different perspectives are crucial and important to keep in mind
- Being humble while communicating and being mindful while communication is going on - keeping in mind the risk of exclusion in the process of communication.
- Show them both love and productive criticism in the process of the Session.
- Mindfulness



Crisis Management

training by **Joshua Fitzgerald (IE)** (joshua.fitzgerald@eyp.ie) & **Mariia Panchenko (UA)** (mariiaa.panchenko@gmail.com)

Overview

Learning crisis management improves board members' decision-making during stress. Master communication, action, and planning for effective crisis resolution. This module covers prevention, delegation, responsibility, response steps, and learning from crises, divided into concept exploration and scenario practice.

Key Takeaways

1. What is a Crisis?
2. How can we prevent crises and why is it important to prepare for crises in a session we can't predict?
3. Who should manage which crises, how to delegate crises, and how to take responsibility
4. What are important steps to take when managing a crisis?
5. What are some approaches to managing a crisis?
6. What were some crises faced in an EYP environment, and how can we overcome them?
7. Practical solutions to crises

Aha! Moments

- Delegating responsibility can alleviate stress
- Crisis management is both about prevention and proactive action when the unexpected occurs
- Good record keeping can help future boards deal with crises you faced

Best Practices

- Have a crisis action plan in place
- Know who to contact for different crisis situations
- Record your responses to crises
- Evaluate feedback from those involved/affected from crises
- Allocate redundancy in-case of crises

Sustainable Fundraising & Sustainable Events

training by Alexandra Salo (FI) (alexandra.salo@eyppfinland.org) & Mathieu Lecorney (FR) (mathieulecorney@pejfrance.eu)

Overview

We all know the current importance of sustainability. One of the most direct ways we can be sustainable as an organisation is through our events, however being sustainable often carries many hidden costs and difficulties and is more complicated than using craft plates. That doesn't mean we shouldn't implement these practices though!

Key Takeaways

1. Being aware of the most impactful practices that we should implement to reach environmental sustainability in EYP
2. Identifying what are the challenges of these impactful practices in terms of finance, attractiveness, accessibility/inclusion/diversity, etc.
3. Finding ways to overcome these challenges

Aha! Moments

- A round trip from Paris to Riga by plane represents 30% of an individual's annual carbon budget if we want to comply with the Paris Agreement.
- It is easier to have veggie/vegan meals than omnivorous ones

Best Practices

- The most relevant measures are :
 - train/bus/walk instead of flights/cars (e.g., local events),
 - veggie/vegan instead of omnivorous meals,
 - less trash, purchases (such as merchandising), plastic, waste, reusing material, reducing A/C
 - online events instead of in-person
 - less food waste
- Help officials and delegates to make sustainable trips (adapt your event planning, find solutions, etc.)
- Incentivise officials who do a lot of sessions abroad to fly less
- Use digital events instead of in-person ones when you know that the participants will take part in it
- Be careful to reduce the carbon footprint of online events
- Avoid one-size meals and ask participants to indicate the quantities of food they really want

Session Participants' Welfare

training by **Hannah Amanda Aichhorn (AT)** (hannah.aichhorn@eyp.at) & **Eva Ferrer (FL)** (eeva.ferrer@eypfinland.org)

Overview

"Caring for the Stars: Nurturing Session Participants' Welfare":

It is to understand the significance of welfare planning in scheduling sessions, develop effective skills for prioritising participants' well-being, and foster a strong motivation towards creating a welfare-oriented team that ensures a positive and inclusive experience for all.

Key Takeaways

- ESP/NSP have a talk with the Hos about their vision for welfare
- Confirming needs which were filled out in forms at the registration with the participants at the registration
- Involving NSP/ESps as much as possible in the schedules, meetings and needs form)
- Thinking beyond the familiar welfare knowledge and practices in including all of them
- Being flexible with the weather to ensure the delegates have time outside

Aha! Moments

- Glorification of not sleeping and permanent hustling is not cool
- Get ESP involved in the leadership – open the call with the leadership
- How do we prioritise welfare in the Session – Story sharing

Best Practices

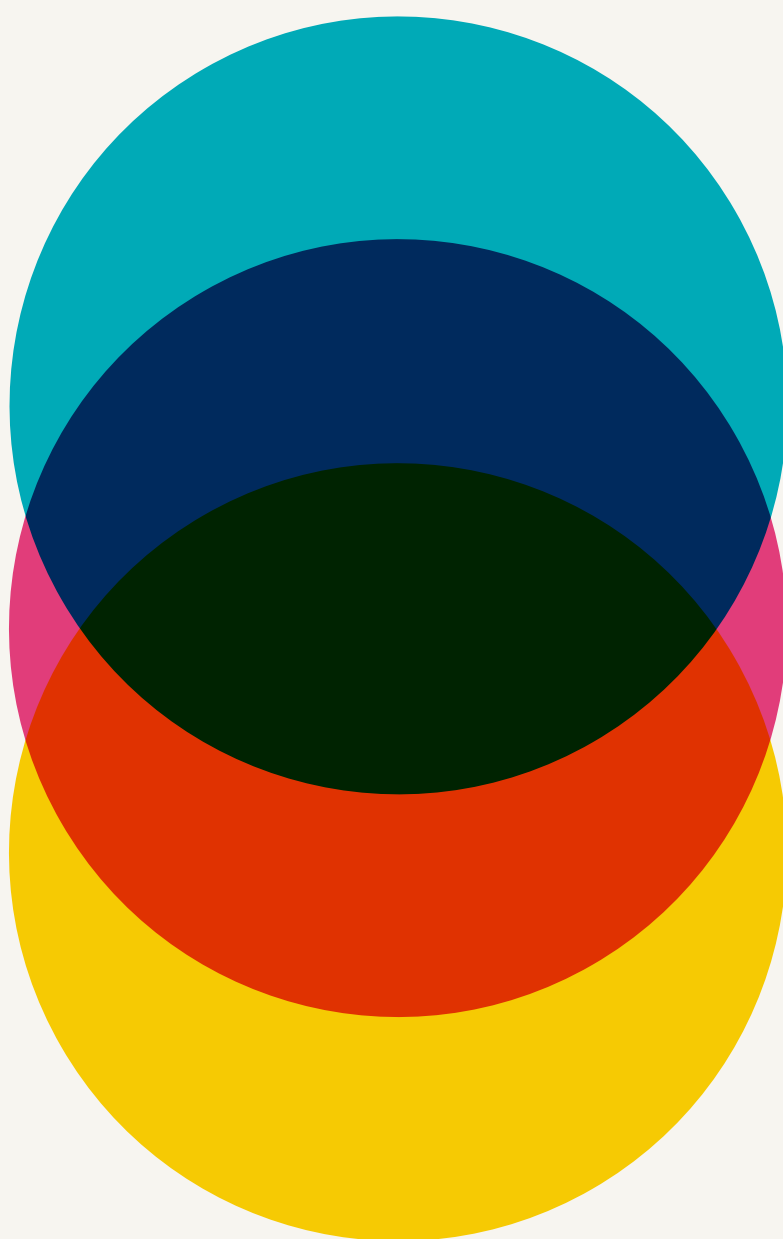
- Inclusion of the NSP and ESP early on in the Events
- If unsure get the SCT team for advice and the NSP
- Be more confident about your own experience and knowledge you bring to EYP and have from EYP

Useful links:

[Welfare policy of the EYP Network](#)



Treasury and Finance



Long-term Financial Planning, Budgets and Project Budgets

training by Bente Presse (NL) (bente.presse@eyp.nl)

Overview

Board terms usually run one year, but the financial choices that the board makes can impact the NC for a much longer time. This module helps participants to make conscious choices in the long-term financial planning of their NC.

Key Takeaways

1. Financial relation cycle among stakeholders (see [Miro Board](#))
2. Spending money can earn you some more
3. Cancelling events can be more economically sensible
4. Green and red-light systems for short or long-term measures to have a more viable financial plan
5. Look more into local legal schemes for potential income sources, schemes
6. Talk to the NC to see how you want to do allocation/prioritization

Aha! Moments

- Look into long-term (local) partnerships for fixed costs such as food, accommodation, etc

Useful links:

[Miro Board](#)

Fundraising Strategy and Follow-Up

training by Alexandra Salo (FI) (alexandra.salo@eypfinland.org)

Overview

Fundraising keeps our network and events running. Effective and successful fundraising can lead to happier participants, volunteers, and NC boards, with more energy and motivation to focus on other important tasks, such as long-term goals and vision. This module will equip you with the knowledge and confidence to reach your fundraising goals!

Aha! Moments

- Short-time investment can lead to large gains -> 5-hour time investment that leads to 1000€ sponsorship equals to a 200€/h salary
- Drafting own pitches and practicing leads to great results

Best Practices

- Personal connections! Eg. EYP Switzerland has a whole board position dedicated to sponsors management, a board member has lunches with sponsors and talks about EYP on a more personal level
- Partnership packages:
- Public grants from cities, regions, provinces, federal states, embassies, foundations etc
- In-kind partnerships with food and drink brands like Red Bull, leftover food from bakeries or stores, stationery
- Half-yearly reports to partners to keep them engaged
- The fundraising team together with the members of the board
- Focus on local companies
- Erasmus +
- Cooperations with companies who support EYP values or want to have a youthful image

Useful links:

[Training Presentation](#)

Key Takeaways

1. Dos:
 - Create a timeline and know the deadlines. Start early!
 - Be well prepared and speak formally to potential partners.
 - Diversifying sources of income (construction companies, embassies, grants, etc.)
 - Know your NC values and find companies that fit those values
 - Contact a targeted person in a company, not just a random email
2. Don'ts:
 - Expect to send one email and get a response immediately
 - Partners that don't align with EYP values like firearm manufacturers, etc
 - Underestimating the relevance of personal connections with partners
 - Fraud/bad reporting or billing
 - Not knowing or understanding the company's business model, culture and values
3. The importance of creating a strong fundraising strategy that also includes follow-up and reflecting on the strategy
 - The significance of follow-up in the form of reports, in-person meet-ups, invitations to sponsored events, and sending out outputs.
 - new sponsors and partnerships can lead to long-lasting partnerships as long as their treated well
4. Use language which both parties can understand, no EYP jargon
5. Know your product, know what your partner wants and what you can offer them
 - Tailor EYP's main selling points depending on the possible sponsor
 - Key selling points eg. by and for young people, educational, inclusion, EYP values, multicultural, non-profit, active citizenship, access to a group of youth, participant numbers, non-partisan
 - What sponsors are interested in: image, visibility eg. social media, market

Budgeting in Practice

training by Bente Presse (NL) (bente.presse@eyp.nl)

Overview

Budgets are a crucial tool of financial planning, whether that is for specific events or the NC as a whole. They help you to keep an eye on costs, set priorities in spending, and estimate your NC's financial position.

Key Takeaways

1. Reason for budget: Expected costs and required income, Communication with 3rd parties, Tracking Spending, Financial Auditing,
2. Many types of budgets: a) Project, b) Category, c) Annual, d) Multi-annual and also for different scales (Low, Middle, High expenses)
3. Budgeting and Liquidity need to go hand-in-hand for it to be implementable.
4. When budgeting you need to both be realistic and also look for the most economical options by default.

Fundraising in Practice

training by **Maria Koimtzogou (GR)** (koimtzoglou.m@gmail.com) & **Mathieu Lecorney (FR)** (mathieulecorney@pejfrance.eu)

Overview

Fundraising is a crucial part of every session and NC but is often viewed as a daunting task. This module will offer a very practical approach focused on the A-Z of fundraising, starting with how to find potential donors to reporting expenses

Key Takeaways

1. It is important to acknowledge and understand the diversity of sponsors
2. Theory can only take you so far, a practical approach to how to search for potential sponsors must be drafted for every country
3. Best practices for fundraising aren't the same for every NC, but there should be collaboration among NCs

Aha! Moments

- Fundraising packages are a good marketing practice
- Fundraising is hard, and you have to persist because each email or call can completely shift your project

Best Practices

- Create packages of sponsorships, so that the potential sponsors understand what they can give and get
- Persistence is key, never give up!
- Know exactly what EYP is, what your event is and what you are looking for
- Use LinkedIn to search for Alumni, by using filters on "last company" and "region"
- Use quote marks (like "this") on Google to find easily potential fundraisers
- Search on Google in your own language, in English and in the language of the place of the session
- Call sponsors in the morning instead of in the afternoon
- Send New Year and holiday cards to partners
- Send audiovisual content after the realisation of the project
- Spam and call potential fundraisers (be annoying)

Auditing and Financial Integrity

training by Bente Presse (NL) (bente.presse@eyp.nl)

Overview

Many NCs require internal and/or external auditing to ensure sound financial administration. Being prepared for audits greatly facilitates the process and reduces stress for all involved parties.

Key Takeaways

1. Auditing is about checking all the expenses and income for a specific time period to ensure that money flows are recorded, accurate, regular and properly classified.
2. Auditing can also easily be done by former NC Board members, who know exactly how the expenses work.
3. There also ought to be safeguards to ensure there is no financial fraud or mishandling, particularly in terms of transparency.
4. It is super important that financial decisions are not only known informally but also officially recorded and meticulously documented.
5. While National Laws about financial reporting and auditing can vary, many principles and tricks are universally applicable.
6. It is also important to have the ground rules for how expenses work and what can be reimbursed.

Aha! Moments

- Every NC has financial troubles (and accidents!) from time to time, it is important to recognise and know they can be dealt with.
- Normalising managing finances.

Best Practices

- [EYP Switzerland's travel reimbursement form](#)
- [EYP NL's list of allowed and reimbursed expenses](#)

Erasmus+ 101

training by Maria Koimtzogou (GR) (koimtzoglou.m@gmail.com)

Overview

With funding being the biggest issue NCs encounter when organising sessions, the Erasmus+ programme is a big opportunity to secure funding. However, the process of getting selected-especially continuously-for the programme can be difficult if not organised properly. Knowing how to write an application, finding partners, succeeding in reporting and making sure your NC meets the Erasmus+ programme's requirements is an essential know-how for every NC in the network.

Key Takeaways

1. Many aspects to consider when writing the application
 - Can choose up to 3 topics, then they need to be discussed in the application
 - Background of participants, roles, age, gender balance -> biased selection panel, disadvantaged people being involved, inclusivity
 - What will the participants be learning at the event
 - Dates cannot be changed if Erasmus+ is approved! Choose the location, theme, and date carefully.
 - Consider things like means of travel
 - Phases of the session: timeline, when is what done in the pre-session process
 - Impact and results: Dissemination of participation results, evaluations, and budget, there is an Erasmus budget, so be very careful
2. Spreading work for different questions between multiple people makes it easier. Having separate docs for each question might make it easier and make it possible for multiple people to work on questions.
3. Important to have multiple people read through the application questions. The president should be the last one checking
4. Start early! More time to work on the application. Also portal might have glitches close to the deadline. Never upload anything that you haven't saved elsewhere.
5. Innovative approaches help in receiving the grant. Changing phrasing helps! More partners are a plus. You can ask other NCs for advice. Be careful with invoices and receipts! Important to explain the need for invoices to venues etc

Aha! Moments

- Reporting is even more difficult and time-consuming than the application itself. Check out report questions during the event and do as much as you can. Reporting throughout makes it easier. Also, take into account changes in who is president at the time of submission. Make sure you check that you address all the things you promised in the report. Make sure HOs write reporting shortly after the event. Do not lose the signatures of the participants that are collected on paper!
- The session never happens exactly as planned. They know that things change and that is okay. However, you might lose points for your report. Points from 0-100. You will receive feedback, too. Also, take into account past feedback and implement.
- When doing Erasmus+ read the vision like you would when applying as a chair to a session!

Best Practices

- Czech Republic: Organizing question division in an Excel sheet that includes comments can be useful.
- Switzerland: All orga teams have public fundraising teams and head organisers check and then responsible board members check and go through the cycle around 3 times. That way knowledge and skills in fundraising are spread and not just concentrated on board members. Great learning opportunity! Splitting responsibility is better.

Sustainable Fundraising & Sustainable Events

training by Alexandra Salo (FI) (alexandra.salo@eypfinland.org) & Mathieu Lecorney (FR) (mathieulecorney@pejfrance.eu)

Overview

We all know the current importance of sustainability. One of the most direct ways we can be sustainable as an organisation is through our events, however being sustainable often carries many hidden costs and difficulties and is more complicated than using craft plates. That doesn't mean we shouldn't implement these practices though!

Key Takeaways

1. Being aware of the most impactful practices that we should implement to reach environmental sustainability in EYP
2. Identifying what are the challenges of these impactful practices in terms of finance, attractiveness, accessibility/inclusion/diversity, etc.
3. Finding ways to overcome these challenges

Aha! Moments

- A round trip from Paris to Riga by plane represents 30% of an individual's annual carbon budget if we want to comply with the Paris Agreement.
- It is easier to have veggie/vegan meals than omnivorous ones

Best Practices

- The most relevant measures are :
 - train/bus/walk instead of flights/cars (e.g., local events),
 - veggie/vegan instead of omnivorous meals,
 - less trash, purchases (such as merchandising), plastic, waste, reusing material, reducing A/C
 - online events instead of in-person
 - less food waste
- Help officials and delegates to make sustainable trips (adapt your event planning, find solutions, etc.)
- Incentivise officials who do a lot of sessions abroad to fly less
- Use digital events instead of in-person ones when you know that the participants will take part in it
- Be careful to reduce the carbon footprint of online events
- Avoid one-size meals and ask participants to indicate the quantities of food they really want

Financial Accessibility in EYP

training by **Bente Presse (NL)** (bente.presse@eyp.nl) & **Marine David (FR)** (marinedavid@pejfrance.eu)

Overview

The financial cost of participating in EYP can be a brake to attracting more people to our events. Unfortunately, the cost of the session does not limit the participants' fees. Knowing how to make EYP more financially accessible will help you reach out to more people and foster diversity in our organisation.

Key Takeaways

1. The costs of participating in a session can be substantially higher than expected. Think of extra accommodation, self-paid dinners, materials/equipment for MTMs, visas, snacks, ...
2. Many cost elements might not seem necessary at first sight but have a strong social element to them. Think, for example, the entire team going out to get coffee - it is difficult for participants to indicate in such situations that their finances might not allow for this.
3. Delegates additionally pay participation fees, while frequently also being in a position where they do not earn as much as older officials due to younger age and less experience.
4. Financial support mechanisms need to respect the sensitive nature of the subject. Individuals already feel uncomfortable about asking for money - you should be as accommodating as you can.

Aha! Moment

- Delegates frequently do not choose the destination of their session (they are being sent/allocated by the NC to a specific session abroad), so being mindful that the travel costs might exceed their budget is really important.

Best Practices

- Mobility Funds: Financial support scheme that some NCs have set up. Members should be able to apply to these in a discrete way that does not require them to completely disclose their financial situation



Public Relations and Communications



Communication 101

training by Angèle Courtot (FR) (angelecourtot@pejfrance.eu)

Overview

National Committees are responsible for communication with the members and external audiences to introduce EYP to the public and also to build partnerships to continue the activities of the NC. This often requires guiding editors of the events and coordinating the work on social media to ensure the continuation of the social media identity. There are various ways to engage with members and alumni; via email, newsletter, NC's website, Slack, and Discord. The goals of the EYP Strategy should be considered and, guidelines, resources, and materials on Members' Platform can be used to create content.

Aha! Moments

- EYP Wiki page is not the only resource available, other board members and members of the network are also quite knowledgeable when it comes to comms 101. EYP Slack and Discord can be used and you can reach out to IO for further help.

Useful links:

- [EYP Members' Platform Communications Wiki Page](#)
- [EYP Policy on Communication](#)

Key Takeaways

1. The Communications Manual provides guidance and resources into EYP's visual identity. This ensures the stability and continuation of our branding.
2. Our target groups are young people, teachers and schools, other institutions, media and press, other NGOs, and European institutions. Our communication with each one of the target groups serves a different purpose to support our work and should be adapted.
3. Our communication represents us as an organisation, it should promote independence (non-partisanship), diversity, inclusion, and active citizenship.
4. The visuals we share should not be encouraging the usage of addictive materials, violence or any action against the CoC. EYP Netiquette provides further insight into what type of content to avoid and how to react in specific cases.

Legal Aspects of External Communication

training by **Hannah Amanda Aichhorn (AT)** (hannah.aichhorn@eyp.at)
& **Mathieu Lecorney (FR)** (mathieulecorney@pejfrance.eu)

Overview

External communication is crucial in EYP, namely for delegate outreach and sponsors. Although, it implies actual legal risks, which are mainly avoidable with a little training!

Key Takeaways

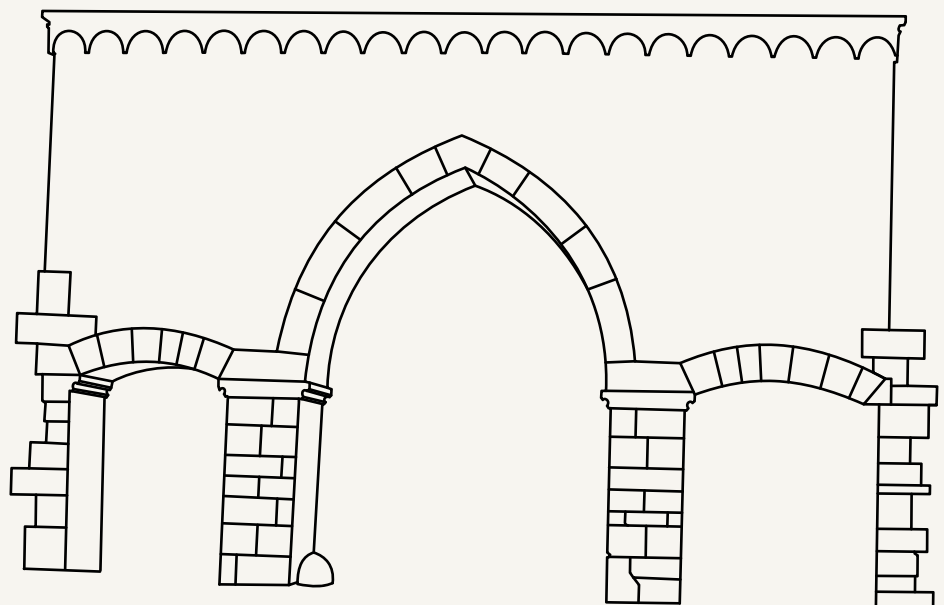
1. Definitions of words related to the legal aspects of external communication
2. Understanding of what copyrights and common licenses are
3. Introduction to GDPR and legal frameworks on external communication
4. Sharing of best practices to avoid legal risks, getting templates of consent forms and communication guidelines

Aha! Moments

- EYP Ireland had to pay thousands of euros because of the illegal use of content
- The International Office has great guidelines to inform you
- The General Data Protection Regulation (GDPR) has a broad scope of application, so National Committees have almost always the same rules to comply with

Best Practices

- Use reputable sources
- Don't assume public domain and verify the licensing terms
- Use images from the public domain
- Give credit and/or receive permission and/or buy content
- Seek legal advice if you are unsure and ask the International Office
- Use Google filters, and EYP images to find pictures without risk
- Use public service websites to find information about legal aspects of external communication (such as mainstream public websites presenting rules to citizens, specialised public websites such as the one of the regulation authority, guides on the application of the General Data Protection Regulation (GDPR) in your own language)
- Be careful with websites giving legal advice, it can be obsolete or false
- Do not use chat GPT (it's terrible to give precise legal information because it always seems very nice but can be absolutely wrong)
- Ask editors/editresses to send their pictures in order to create a stock photo
- Ask for consent form signatu



Social Media Management

training by Angèle Courtot (FR) (angelecourtot@pejfrance.eu)

Overview

Effective use of social media platforms not only improves communication with members but also enhances the sense of community and engagement. By slaying social media management, you can enhance your NC's reach and positively influence its overall success.

Key Takeaways

1. For Facebook, take the time to implement the logo, cover photo, and informative 'about' section to clearly communicate to a new audience.
2. Key rules of social media: the interconnectedness of visual language, sound and context
3. Before posting:
 - a. Remember the audience and the goal
 - b. Keep the visual identity
 - c. Have an engaging and interactive content strategy
 - d. Be consistent and logical
4. Do's and Don'ts

Aha! Moment

- Getting the bigger picture of social media: Different social media channels require different types of content and forms. For example, Twitter and LinkedIn posts should clearly express EYP values and work, while Instagram Close Friends Stories and TikTok videos can just be informal banter. So it's perfectly useful and valuable to make TikToks!

Best Practices

- Transforming Facebook pages for 'national session' and 'regional sessions' every year, to maintain the large, growing audience.
- TikTok is a great channel to make the EYP brand/name known because the algorithm is based on location and trends.

Useful links:

- miro of the module
- Important thing
- Mobile Video Editing tools: VN, Mojo, Unfold, CapCut
- YouTube Creator Studio (in channel settings) > Audio Library

Communication with Editors

training by **Hannah Amanda Aichhorn (AT)** (hannah.aichhorn@eyyp.at)

Overview

Improved communication and role understanding enable participants to maximise their collaboration with Editors, ensuring tasks are well-assigned, and fostering a more productive and cohesive working environment.

Key Takeaways

1. Setting clear repartition of work.
2. How can we clearly communicate the needs and tasks from PR officers to Editors?
 - a. We can define the tasks, objectives and responsibilities.
 - b. We can communicate through style guides, discussions, email briefings, Google Drive with materials,
3. Clarify communication channels and procedures between the Editor and PR Officer. Analyse and debrief this process, especially for first-time Editors and big sessions.
4. Give examples (drive folder) and materials ready to be used well in advance of a session.
5. Policy guide with basic expectations concrete instead of just assumptions.
6. Styleguide

Aha! Moments

- Realising how demanding PR officers are to Editors, and that they deserve more love and reward. They have a vision that can be different from the NCs.
- Keeping track of sponsor expectations and clear tasks for the Editors.

Best Practices

- PR Officer as a backup contact for the Editor before and during the session.

Partnerships

training by Angèle Courtot (FR) (angelecourtot@pejfrance.eu) & Mathieu Lecorney (FR) (mathieulecorney@pejfrance.eu)

Overview

Partnerships play a crucial role in the success and growth of any NCs or projects. Yet, partnerships are often defined as sponsors, which is not true!

Key Takeaways

1. There are a lot of different kinds of partnerships, not only financial. They can bring skills (e.g., an organisation working with people with disabilities can help us adapt our events) and visibility (e.g., an organisation can deliver a label which will help us to be recognised as a reference actor in youth policies)
2. Each National Committee has its own partners. Each of them can ask for advice in order to think beyond!

Aha! Moments

- Skills and visibility partners are very relevant to success in making our events more diverse and inclusive
- Your National Committee can create a private partners charter which introduces eliminatory and/or favourable criteria, making your choices of partners more relevant and rational

Best Practices

- Think beyond financial partners
- Identifying your weaknesses (e.g. through a SWOT analysis) and making a strategy for your NC is useful to know in which area you need a partner
- Build projects with sponsors, which can be other things than sessions (a specific event, or a plea on a political topic, etc..)

Cold-calling and Initiating New Partners

training by Bente Presse (NL) (bente.presse@eyp.nl)

Overview

In order to execute our mission we need money and resources. Sponsorships don't just give us money, but also contacts and advice. Initiating new partnerships gives us the opportunity to rebrand and develop our organisation.

Aha! Moments

- Don't be afraid to be annoying, you have nothing to lose.
- Getting contact details: finding the right person within the organisation. Worth looking further than the website contact window/[company]@info.com

Best Practices

- Where/ how to find (potential) partners: Copying from others
 - By theme; finding partners who are interested in the topic of the session.
 - By region: Use the session as a means to promote the region/city to a young, international audience
- Get practice with the most unlikely new partners, you are effectively not losing anything.

Key Takeaways

1. Finding new partners is an opportunity to rebrand; change your values and orientation or introduce new formats.
2. Ask yourself; what are the core values of EYP? For whom could those be interesting?: Youth participation, Democracy, Political education, Debating, European cooperation, Peer-to-peer education, Personal growth, leadership, and development
3. How to pitch EYP:
4. Target. Your. Audience. Obviously, you shouldn't lie about what we are doing, but you should make sure to emphasise the parts that you suspect the partner cares most about
5. Use short and clear descriptions that highlight the mission, execution, and scope of what we are doing.
6. Send one-pagers
7. Overcoming fear of rejection:
 - It's normal to have a 10-20% response rate and a <5% success rate.
 - Shoot your first shot where you estimate success chances to be the lowest, then you are effectively not losing anything.
 - Always ask for feedback/reasons for rejection – the next board might try to approach them again from a different angle

Accessible Communication

training by **Hannah Amanda Aichhorn (AT)** (hannah.aichhorn@eyp.at)

Overview

In our network accessible/inclusive communication is something very important, to avoid discussion, to make people feel welcomed and to increase the well-being of the participants.

Key Takeaways

1. Understanding Inclusive communication - ensure we target everyone
2. To make the session more accessible: venues that can be used by everyone (also people with disabilities), use inclusive language, ask the others what they will need to be comfortable (pronouns, favoured name...), and keep the safety of the participants.
3. Inclusivity in media: everybody should be photographed and represented (No favouritism)
4. Language is how we communicate and so is the way to inclusive communication. Through respectful, clear and easy language we can keep everybody on board. We must also keep in mind that every participant does not have the same level of English.
5. In countries different cultures are present so instead of referring to something culture-based, keep the communication as broad as possible. Example: saying Happy Holidays instead of Happy Christmas or avoiding religious holidays at all in one's media presence.

Aha! Moments

- Issues can be approached differently if we talk about them openly in the Network
- Change is gradual but necessary
- Cultural and linguistic inclusivity can range between Instagram posts to forms in Sessions
- Make room in the budget for accessibility.

Best Practices

- Using inclusive language in documents to keep the safety of the participant and ask what the communication with parents can be (for example which name or pronouns is shown to the parents).
- Stay open with the use of words in the messages one has to send - don't assume a gender to the person to be messaging and the target group.
- Making use of the different channel options you have on the platform

Useful links:

[Oxfam Inclusive Language Guide](#)

Sustainable Communications

training by **Conor Comiskey** (c.comiskey@eyp.org) & **Anne Flotho-Liersch** (a.flotho-liersch@eyp.org)

Overview

Do not print this message – go green! Although EYP is still recovering from the challenges brought about by the Covid-19 pandemic, our members have learned a lot about digital tools to help with collaboration and communications. These can also contribute to the environmental sustainability of our physical events. Yet, how do you best approach this topic when EYP merchandise and other physical items are still very popular, and sometimes relied upon, in our network?

Key Takeaways

1. National Committees have very different practices when it comes to communications. For example, EYP Greece produces a lot of individualised merchandise for its sessions. EYP Spain gives every participant at its national session a t-shirt with the session logo. NC representatives felt these discussions reminded them that the 'done' thing in their NC is not the same as others, and so it is possible to change.
2. Creating new merch (or clothing items generally) creates huge amounts of waste. It could be beneficial to approach merch from a different angle. The NC representatives brainstormed ways of incorporating used clothing into merch creation.
3. Many printing methods are also unsustainable due to the materials and chemicals that they use. It could be very useful to research different printing practices. If NCs have a clear idea of the most wasteful printing methods, they feel they can make more sustainable choices around printing.
4. Some NC representatives discussed the possibility of using the International Office as a resource to inform their members of sustainability measures before they start planning for events.

Aha! Moments

- Creating a new t-shirt takes 2,700 litres of water. That is one person's drinking water for 2.5 years. This really helped NC representatives to consider the vast amount of waste created by merchandising.
- Printing is not only unsustainable because of the paper being used. The focus of our printing discussion focused not on paper but on oil usage, chemicals, waste, and plastic. This seemed to drive home the point that it should not be considered a 'necessary evil'.

Best Practices

- Creating placards for the NC to reuse over and over rather than making new ones for each event.
- Informing event participants of WHY sustainable measures are being implemented in order to encourage buy-in.
- Adjusting communications to explain ahead of time that events will be vegan/vegetarian only. Allowing participants time to prepare and ask questions about this.
- Reevaluating what is necessary to print and consume (materials-wise) at events. Considering all of the resources used to create these products rather than just trying to be 'paperless'.

NC Action Plans

by **Anne Flotho-Liersch** (a.flotho-liersch@eyp.org) & **Marine David (FR)** (marinedavid@pejfrance.eu)

Overview

On the last day of the event, the trainees were encouraged to reflect on the event's influence and consider how they could enhance their strategic efforts within their national committees. This involved fostering collaboration with other NCs and sharing the insights gained during the event with their board members and dedicated volunteers, with the aim of extending the event's impact over the long run.

Key Takeaways

The following questions were asked to the participants:

1. Questions addressed to the portfolio communities:

How do you plan to ensure continued collaboration among yourselves to support each other and sustain the sharing of resources and knowledge?

Several portfolios suggested the idea of scheduling self-managed monthly or bi-monthly meetings among communities. Additionally, dedicated channels were established on the Summer Academy's Slack for portfolio-specific conversations, enabling ongoing communication. Furthermore, existing or soon-to-be-created Discord groups or Slack channels independent of the Summer Academy 2023 can be shared as a means of continuation.

2. Questions addressed to the National Committees:

Identify one or more national committees you'd like to cooperate with in the upcoming months:

Some national committees expressed their interest in arranging cross-border events. However, there is also encouragement to consider organizing virtual events, such as digital sessions or training for instance. Another option would be to arrange calls with NC to get to know more the innovative activities they developed and try to implement them.


How do you intend to share the knowledge gained during this event with your board members and active members?

At the national board level, a debriefing meeting about the event could be organized, along with sharing the notes taken within one's board. For active association members, the possibilities include developing a national training strategy, hosting training events or webinars, and distributing resources from the Summer Academy's drive.

3. Personal Reflection Questions:

Name one thing you plan to approach differently now, reflect on a single action or approach that you intend to change based on the insights gained from this event.

Identify one initiative you wish to introduce this year, explain its significance, and outline your implementation strategy.



Summer Academy 2023 – Learning Outcomes

Design and Layout by Anka Stieberová (CZ)

with the help of the Media Team of Summer Academy 2023

Illustrations of Maastricht Details by Thijs Van Laar (SE)

Contents by the Officials Team of Summer Academy 2023

Trainings by: Marine David (FR, Head Trainer), Hannah Aichhorn (AT), Angèle Courtot (FR), Joshua Fitzgerald (IE), Maria Koimtzooglou (GR), Mathieu Lecorney (FR), Mariia Panchenko (UA), Bente Presse (NL), Alexandra Salo (FI).

With thanks to:

| BertelsmannStiftung



EUROPE DIRECT
Maastricht



euregio
meuse-rhin
maas-rhein
maas-rijn



Co-funded by
the European Union



Young Universities
for the Future of Europe



UNU
MERIT



EUROPEAN YOUTH PARLIAMENT

Schwarzkopf
Foundation
YOUNG EUROPE



EUROPEAN YOUTH PARLIAMENT
NEDERLAND THE NETHERLANDS