



YOUTH MAINSTREAMING GUIDELINE



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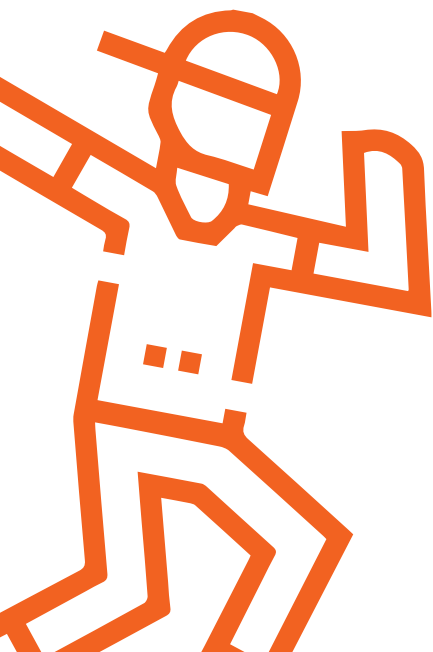
PREFACE

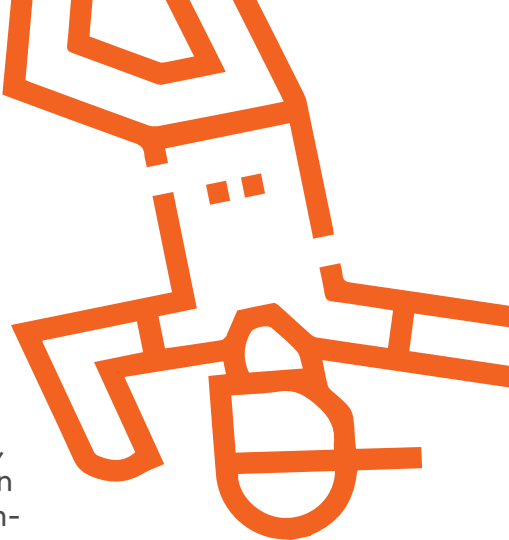

This Youth Mainstreaming Guideline is produced by the Civic Space Technical Assistance Project funded by the European Union. One of the Civic Space Project aims is to strengthen the capacities of CSOs and support them in adopting a rights-based approach to advocate for democratic changes, confidence-building measures, and a more enabling environment for civil society.

In this context, a set of guidelines have been developed as a do-it-yourself tool to help CSOs mainstream cross-cutting issues such as accessibility, ecology, gender, rights-based approach, and youth. These guidelines aim to promote and support CSOs to mainstream rights-based concerns into their policies, planning and daily operations. The guidelines are developed with a participatory approach in which CSOs working on each topic were involved in drafting. An advisory group of CSOs were identified for each cross-cutting topic and were consulted at each stage.

We believe that these guidelines, produced in English and Turkish will be beneficial not only for help desk or Grow Civic beneficiaries of Civic Space, but for all civil society organisations in Cyprus and elsewhere. Furthermore, most of the practical measures proposed in these guidelines are also applicable for corporate and public institutions.

The guidelines on thematic cross-cutting issues are developed as a complementary set, with the rights-based approach providing a general framework for their implementation. However, we designed each thematic guideline in such a way that they can be separated in mainstreaming that specific aspect. As such, you can use this Youth Mainstreaming Guideline to improve your youth participation and inclusion in your organisation.



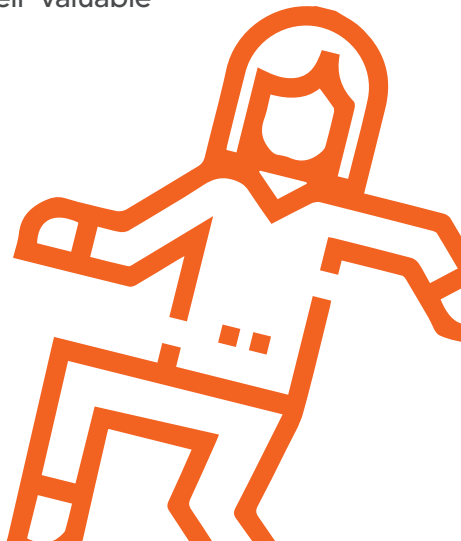


The guidelines start by providing the international framework and background of the topic, followed by key concepts and a brief introduction to the topic. Then specific applicable measures CSOs can use at policy and strategic levels and at operational levels such as during meetings, events, in the offices, etc. Although aligning your organisation to actualise all measures covered in the guidelines is recommended, you can opt for a step-by-step approach and implement measures one by one. The checklist provided at the end of the guideline can be used to monitor your status. You might even consider making your monitoring results publicly available not only to be in line with the transparency and accountability principles of the rights-based approach but also to encourage other CSOs to make use of the guidelines.

Civic Space aims to periodically improve the guidelines, based on feedback received from CSOs that implement the proposed measures. Such improvement might mean revising and/or adapting a measure or adding a new one. Thereby, we kindly ask you to send us your feedback about the guidelines.

Taking this opportunity, we would like to thank the following CSOs, as the advisory group of this youth mainstreaming guideline, for their valuable input and expertise:

Cyprus Youth Council (CYC)
Kyrenia Youth and Resource Center (GIGEM)
Nicosia Youth Association (LGD)
Peaceplayers Cyprus (PPI)
Trikomo Karpasia Youth Association
Voice of International Students (VOIS)





YOUTH MAINSTREAMING GUIDE

Youth is an important part of society. Their meaningful contribution to different areas such as economy, politics and social, humanitarian, and cultural matters is required to reach equality, uphold democratic values, and ensure access to rights. According to the UN Department of Economic and Social Affairs, it is estimated that persons between the ages of 15 and 24 years are around 1.2 billion worldwide. This means that around one in every six persons can be identified as belonging to the youth.¹ It is expected that the number of young people shall increase by 7 percent until 2030. The number of young people amongst the developing countries is higher and, in some countries, 1 in every 3 persons is identified as belonging to the youth.

YOUTH MOVEMENT AND YOUTH MAINSTREAMING

Young people have begun to identify themselves as a separate social category since 1870s and onwards. At the beginning of 20th century, young people have increasingly started to be engaged with different political movements. The main issues that concerned the youth were the income gaps between adults and young people and equal access to education for youth. Since the beginning of the 1960s, young people were mobilized more, and the movement was transformed in different forms with the student movements during that era. Young people have begun to be seen as active agents for change in society that raise voices to overcome challenges faced by youth. They opposed discrimination and actively demanded peace, gender equality, and climate justice. Since the beginning of the 2000s, youth movement has become more visible globally by leading protests, increasing advocacy efforts and using social media to raise their voices. Youth mainstreaming began to be discussed during the 1970s to empower youth and fully include all sectors.

¹ United Nations Department of Economic and Social Affairs, Youth and the 2030 Agenda for Sustainable Development. < <https://www.un.org/development/desa/youth/world-youth-report/wyr2018.html>> accessed 6 September 2019.



WHAT IS YOUTH?

There is no universally agreed definition of youth, and the age limitations might differ in different countries. Commonwealth defines young people as those between 15 and 29 years old whereas United Nations refer to those between 15 and 24 years old. Different countries have different legal frameworks on how to define young people and the definitions range from 13 years old as the minimum to 40 years old as the maximum limit.² There is no binding international document on the definition of youth either. The UN Convention on the Rights of the Child defines a child as “ every human being below the age of eighteen years” but not youth.³ Since there is no universal definition of the ‘youth’ as a category, civil society organizations can be flexible on how to make this definition within their organizations, by considering their local legal framework and their cultural and sociological dimensions. Setting the limit above 35 years old is not recommended in the Cyprus context. Nevertheless, it is always important to keep in mind youth as a group that faces challenges in accessing their rights, employment, and participation in decision-making processes. A group that has different needs and challenges that should be explicitly addressed to empower them and provide solutions for the community.



² Commonwealth Secretariat, Youth Mainstreaming in Development Planning: Transforming Young Lives, (2017) <https://thecommonwealth.org/sites/default/files/events/documents/P15371_YTH_Youth_Mainstreaming_Short_Guide.pdf> accessed 6 September 2021.

³ UN Convention on the Rights of the Child 1989, art. 1.

WHAT IS YOUTH MAINSTREAMING?

Youth mainstreaming is defined as:

Strategies for intergenerational equity and justice enable young people's capabilities, participation, and human rights to be an integral dimension of the analysis, design, implementation, and monitoring & evaluation of policies and programmes in inter-sectoral planning across all social, political and economic spheres.⁴



Youth mainstreaming requires the concerns and perspectives of the young people to be equally considered as those of adults. When the efforts are consistent, youth mainstreaming can lead to transformative changes in society. It is important to note that youth cannot be considered a single and homogenous group that shares the same experiences. Young people may be marginalized due to their gender, sexual orientation, gender identity, race, class, ability/disability, nationality, ethnic background, etc. This should carefully be considered.⁵ An intersectional approach is necessary while trying to understand the needs of the young people and their demands for improvement.

⁴ Commonwealth Secretariat, Youth Mainstreaming in Development Planning: Transforming Young Lives, (2017), p.3

⁵ Commonwealth Secretariat, Youth Mainstreaming in Development Planning: Transforming Young Lives, (2017), p.7 <https://thecommonwealth.org/sites/default/files/events/documents/P15371_YTH_Youth_Mainstreaming_Short_Guide.pdf> accessed 6 September 2021.

WHY SHOULD WE MAINSTREAM YOUTH IN OUR ORGANIZATIONS?

- Young people are equal citizens, and they should be part of the democratic processes on an equal basis.
- Youth participation and influence in decision-making are quite limited.
- Youth is disengaged from mainstream political and administrative processes.
- Youth face direct or indirect discrimination due to their age.
- There are negative stereotypes against young people (e.g., insufficient work abilities or management capacities, among others). Such stereotypes result in young people lacking respect and trust from their own communities.
- Youth has barriers in reaching their rights. Although human rights are for everyone, there is no specific international legal framework that deals with the challenges faced by young people. Due to the marginalization in their communities or economic, cultural, social, and political challenges that they face, young people may not fully have access to their rights.
- The pandemic disproportionately impacts the youth. Youth unemployment rate has increased, and the income levels decreased. Fundamental human rights of the youth, such as the right to education and health, are seriously impacted. Many had to change their career plans due to delays in their education. In addition, their anxiety and depression levels have risen. Hence, their needs must be understood and tackled by society.
- The potential and knowledge of the youth need to be used for improvement in society. Young people represent the future and the opportunity to anchor values such as democracy, equality, human rights and accelerated sustainable development. Hence, their equal and meaningful contribution is needed in every aspect of our lives for sustaining and enhancing these values.



⁶ Eurofound, 'Impact of COVID-19 on Young People in the EU' (2021) < https://www.eurofound.europa.eu/sites/default/files/ef_publication/field_ef_document/ef20036en.pdf > accessed 6 February 2022

WHERE SHOULD YOUTH BE MAINSTREAMED?

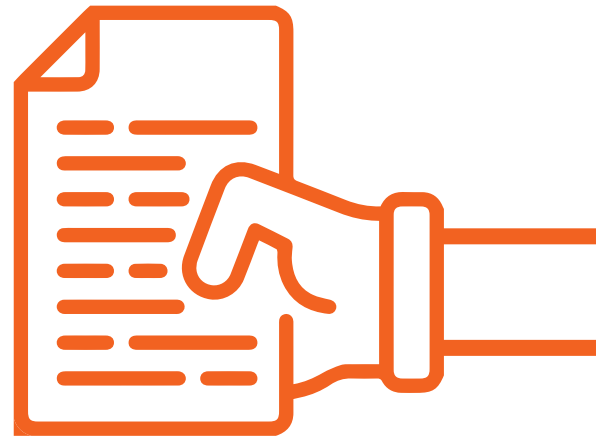
Youth mainstreaming requires a cross-sectoral approach to reach equality for young people. This means that public and private sectors involving public authorities, private companies, firms, CSOs, academic institutions, international and regional organizations all have the responsibility to mainstream youth in their organizational capacities. In the end, cooperation between these stakeholders and youth organizations is crucial to reach social change for increasing youth inclusion and empowerment.



HOW CAN YOUTH MAINSTREAMING BE ACHIEVED?

Youth mainstreaming is a transformative process that requires planning, proactive measures, and monitoring to reach the goal of equality. It is based on young people's rights and prioritizing their needs as part of youth-centric policies and programmes. Youth mainstreaming is a strategy to achieve equality as the end goal. How youth can be mainstreamed in your organization requires planning that would consider the social norms, organizational structures, organizational dialogue building with the youth, proactive measures, drafting strategies, action plans, implementing youth-centric activities, etc. Two important references are useful for youth mainstreaming efforts: the European Union Youth Strategy 2019-2027 and UN Sustainable Development Goals. Both documents are reference points for this guide since they provide good examples of how mainstreaming can be done at a regional or international level.

This guideline is designed to show you the measures that you should follow to begin mainstreaming youth in your organization. However, there is no definite list for mainstreaming youth. This list is designed as a starting point for organizations, and it shall hopefully continue to improve over time through local experiences.



EUROPEAN UNION YOUTH STRATEGY 2019-2027

EU has been working on EU Youth Policy since 2002 with two core principles: active participation of the youth and equal access to opportunities. The EU Youth Strategy was prepared for the period between 2019 and 2027 under three core areas: engage, connect, and empower:

E

Engage is about strengthening the democratic participation of youth and finding ways, including innovative ones, to create a more inclusive system for the youth.

C

Connect is on creating opportunities for the youth to actively engage within relevant EU actions that involve cooperation, exchanges, cultural and civic action.

E

Empower is related to supporting youth work, encouraging youth to improve their capacities, providing them with a safe space to develop their self-confidence, and giving them opportunities for training.⁷

⁷ You can reach the full text of EU Youth Strategy 2019-2027 via: [https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:42018Y1218\(01\)&qid=1578414694481&from=EN](https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:42018Y1218(01)&qid=1578414694481&from=EN)

YOUTH AND SDGs

The UN Member States adopted the 2030 Global Agenda for Sustainable Development to strengthen world peace, create a sustainable environment for all, and reduce poverty worldwide. 17 Sustainable Development Goals (SDGs) outlined under the Agenda show the UN's vision for the world. SDGs identify the links between different layers of discrimination and aim to include marginalized groups, including youth, with an aspiration to 'leave no one behind'. In addition, it also consists of a participatory approach to reaching the identified goals and recognizes young people as agents for change. Although none of the goals directly refer to youth, they all impact young people, and some of the targets established under each goal have explicit references to youth. For instance, target 8.6, stated under Goal 8, explicitly mentions that youth unemployment should be reduced by 2030. Target 4.5 under Goal 4 highlight the need for equal access to all levels of education. There are 20 youth specific targets under 6 different SDGs: Goal 2 (hunger), Goal 4 (education), Goal 5 (gender equality), Goal 8 (decent work), Goal 10 (inequality), and Goal 13 (climate change).⁸



⁸ For more information about SDGs and youth please check: Sunyoung Hwang and Jiwon Kim, 'UN and SDGs : A Handbook for Youth', (2017) United Nations ESCAP East and North-East Asia (ENEA) Office.

INTERSECTIONALITY AND YOUTH

Young people might face multiple discrimination based on their gender, ethnicity, race, ability/disability, citizenship status, class, etc. These discriminatory practices may lead to their marginalization and limited access to rights. Marginalized youth are very likely to come from low-income families, migrant backgrounds, or rural areas. They might also be marginalized due to their sexual orientation, gender identity, gender, or disability status. Efforts for equality require careful consideration of youth diversity through an intersectional approach and the capacity to identify specific challenges different youth groups face. Intersectionality means “A paradigm that addresses the multiple dimensions of identity and social systems as they intersect with one another and relate to inequality, such as racism, genderism, heterosexism, ageism, and classism, among other variables. Intersectionality is organized around the location of self within a set of co-constructed social identities (e.g., Black/African American/Black American, gay, older adult, male), and proposes ways to identify, challenge, and resist various forms of oppression”.⁹

Successful youth mainstreaming requires considering the different layers of identity and its challenges. For instance, we should never consider that young men and young women are going through the same challenges. Although there may be similarities, remember that there are always differences due to their gender. Please check the other mainstreaming guidelines published by Civic Space to understand the different mainstreaming areas.

⁹ American Psychological Association (2017), ‘Multicultural Guidelines: An Ecological Approach to Context, Identity, and Intersectionality’ (2017) <<https://www.apa.org/about/policy/multicultural-guidelines.pdf>> accessed 6 September 2021.







MEASURES FOR MAINSTREAMING YOUTH IN YOUR ORGANIZATION

The following measures are drafted to provide practical suggestions for mainstreaming youth in your organization. The measures are not an end-list and on the contrary, they are just the starting point for CSOs to begin implementing youth mainstreaming policies. It is expected that the measures shall be developed through time with the feedback that will be received from CSOs.

MEASURE ①

MAINSTREAMING YOUTH IN POLICY PAPERS

Develop a youth policy paper and youth mainstreaming strategy to show your commitment to youth mainstreaming. The policy paper should include information on your organization, why youth mainstreaming is important for you and the main areas that you shall focus on mainstream youth. On the other hand, the strategy paper, shall cover the main objectives of your organization on youth mainstreaming and the practical steps that you shall follow to implement it.

The documents mentioned above should be based on the data and information you shall receive from young people of your organization.

YOUTH ANALYSES

- First clearly define the youth in your organization, set age limitations and segregate your data according to at least gender, age and location. After preparing the list of young people from your organization, reach the youth of your organization to understand the challenges they face and their needs.
- Prepare a simple set of questions that shall cover at least the measures explained in this mainstreaming guide: active participation, youth adult partnership that would encourage youth and adult collaboration, the safety of the youth, youth empowerment, collaboration with youth organizations, digital tools to reach the youth and youth in project development and management. It might also include whether they feel they can improve their abilities or knowledge through the activities implemented by your organization. You can receive assistance from youth organizations, young activists, and youth experts at this stage if needed. Do not forget that experts and activists can help you formulate your questions.
- Organize face to face or online consultation meetings or use easy technological tools such as online polls and surveys.
- For young people that face accessibility challenges, make sure that their needs are met.

- For young people with limited access to the internet, use traditional methods such as face to face meetings or physical gatherings to receive their opinions.
- Make sure that the marginalized youth is considered during this process. If you have young people in your organization from rural areas, organize visits and meet with them face to face if necessary.
- Provide an option for anonymity. Make sure that providing personal information is not compulsory. Therefore, even if you decide on the traditional methods to collect this data, always provide an online survey option for the young people that wish to share the information anonymously.

DRAFTING THE POLICY PAPER

AND STRATEGY DOCUMENT

- Equally reflect the needs and concerns of youth with different backgrounds in the policy papers.
- Make sure that the youth policies are reader-friendly, clear, and simple. You can use infographics or special designs to explain the content.
- Receive assistance from youth experts or activists while drafting the documents, if necessary.
- After preparing the final draft of the policy paper and strategy document, communicate with the young people of your organization, inform them about the process, share the documents to receive their feedback, and later finalize them. You can also organize meetings, present the draft version of your policy paper and strategy plan and receive their feedback.



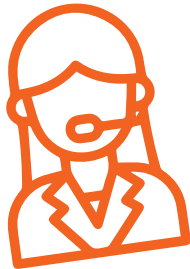
MEASURE 2

MECHANISMS TO ENSURE YOUNG PEOPLE'S ACTIVE PARTICIPATION IN THE ORGANIZATION

Young people should be active in the decision-making of the organization and not just execute the decisions made by the decision-making bodies. It is absolutely necessary to include young people in your organization's decision-making body to successfully mainstream youth in your organization. Most young people face challenges in being a part of decision-making bodies in CSOs and might feel that their opinions are not considered equally with adults. Therefore, it is important to set rules to encourage them to become a part of decision-making bodies and, at the same time, to empower them through organizational activities and show that their opinion and contribution equally matters.



- For their meaningful contribution to the decision-making processes, young people should be regularly informed of the organization's recent developments. They should be able to receive further information if requested. Empower the young people of your organization through regularly provided information and dialogue to increase their active participation.
- Try to create a bottom-up structure in your organization. If the organization is governed only from top-bottom, merely the people in the organization's governing bodies can have a say in the decision-making processes. Encourage more people to be able to have a say in decision-making.
- If the main working area of your organization is youth, then try to introduce at least 50 percent youth quota in decision-making bodies. If your organization does not explicitly work on youth but tries to mainstream it, consider introducing 30 per cent quota for the young people of your organization to take part in decision-making bodies.



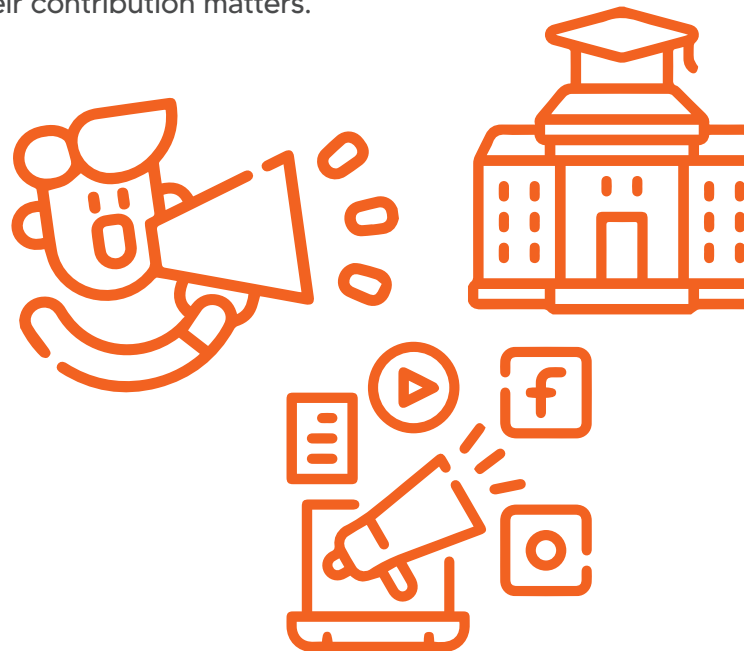
- Produce communication materials that are written simply and clearly to attract the interest of the youth and distribute them in such locations. In addition, prepare online materials and share them through the social media channels as mentioned under Measure 7.

- Avoid always inviting the same group of young people to your events. Make sure that you reach young people from diverse backgrounds. Ensure that nobody is left behind due to their gender, ethnicity, disability, location, and age.

- Young people should express their concerns or opinions freely, without fear of intimidation or humiliation. Some cultures might limit the right of young people to express themselves clearly, and their words might not have the same value as those of adults. If young people are not active in the meetings and hesitate to express their opinions freely, check the rules of your meetings. You can take practical steps such as having time limitations for each person's right to speak to create more space for young people to speak.

- When organizing conferences or panels, make sure that you have young people as speakers, moderators, or one of the event's lead organizers. Do not just invite young people as listeners. Show that you want to learn from their experiences and knowledge on various topics.

- To reach more young people and invite them to become a part of your organization, identify the places that most of the young people are (schools, universities, parks, cafes, etc.) and organize meetings there, to explain what you can offer for the youth and why their contribution matters.



MEASURE 3

YOUTH-ADULT PARTNERSHIP

The strong youth-adult partnership will allow your organization to equally respect the opinion of all members and provide youth perspective throughout the activity planning and implementation.

Maintain strong youth-adult partnerships at various levels of your organization. Traditionally in most cultures, the youth-adult partnerships are driven by adults and their opinions are the most valued. Be careful not to follow the traditional ways, establish ethical youth-adult partnerships based on mutual respect and trust.

Ensure that youth and adults work together in professional settings and that their opinions are equally valued. Traditionally, adult people see more respect and their opinions are most valued. Don't forget that the responsibility to maintain an equal relationship with young people is mostly adults. Adults need to show that they fully respect young people and consider everyone's opinion equally.

Regularly monitor youth-adult partnerships in your organization. If you realize any challenges in maintaining this relationship, have different surveys with adult members of your organization and try to face them without bias.



MEASURE 4

SAFETY OF THE YOUTH

Create a safe space for the youth to engage with your organization actively. Bear in mind that some young people may not feel safe enough to talk in public, express their opinions, or have concerns about their physical safety. Everyone deserves to work in a safe environment and engage with their organization without fear. CSOs are responsible for creating such spaces and ensuring everyone in their organization feels safe.

1 { When selecting a venue for your activities or meetings, ensure that it is safe and appropriate for different age groups.

2 { Formulate awareness-raising and strict rules that would hold persons who use violence accountable in the organization to avoid any physical, sexual, psychological, or economic violence.

3 { Establish mechanisms to deal with cases of violence. The mechanism should be transparent and function under ethical rules to investigate such cases and find solutions. It should also deal with the cases by considering gender equality perspectives and unequal gendered power relations.

4 { Before taking any pictures or recordings from your activities and meetings, make sure that all participants agree on that. Some participants might not feel safe enough to object to this openly in a group, find ways to express their concerns only to one contact person.

5 { If you request any data from the participants, explain to them clearly why it is needed and how it shall be used for your organization. For the usage of personal data, always receive their informed consent.



MEASURE 5

YOUTH EMPOWERMENT

Youth empowerment is an important competent of youth mainstreaming. Young people need to be empowered to actively participate, engage, formulate, and express their opinions.

- First, formulate the needs of the young people in your organization. Ask them in which areas they wish to improve themselves and provide opportunities to help them develop their skills and abilities.
- You might need to organize separate thematic trainings on the marginalized youth if needed. Training on their legal rights and their rights and responsibilities in the organization might be useful.
- Try to organize capacity-building activities periodically and receive feedback from participants to improve the content, if necessary, after each event.
- You can also organize training or panel discussions on issues such as masculinities, toxic masculine behavior and discrimination that mainly hinder young women, LGBTI+s and non-binary people from engaging with your organization actively.
- Train young people about their rights and be ready to provide more information if requested.
- Encourage young people to represent your organization in local or international events.
- Train your staff on youth empowerment and youth mainstreaming.
- Provide young people opportunities to participate in trainings, conferences, or panel discussions abroad.
- Periodically inform young people about your organizational activities either through regular meetings or newsletters that can be shared via the social media accounts and emails.
- Encourage them to develop their network locally or internationally.



MEASURE 6

COLLABORATION WITH YOUTH ORGANIZATIONS

Youth organizations have the expertise and experience in youth inclusion and empowerment. Maintaining solid relationships with youth organizations will help you learn more about the youth agenda and their expertise shall help you implement youth mainstreaming in your organization. Do not forget that such collaborations bring mutual benefits since they will allow you to explain your agenda as an organization to others and ask for support.



- Build partnerships with organizations that specifically work on youth.
- Regularly meet with youth organizations, learn about their activities, listen to their problems, and understand their demands.
- Follow the agenda of environmental organizations and support their actions such as gatherings, petitions, protests, campaigns, etc. Show that you acknowledge their cause and support them.
- Encourage members of your organization to follow the youth agenda regularly.
- Give specific attention to crises that has a negative impact on youth, such as the Covid-19 pandemic. Listen the needs of the youth organizations and try to support them however you can.
- Co-organize events with youth organizations whenever possible.

MEASURE 7

DIGITAL TOOLS TO REACH THE YOUTH

Young people use digital tools very often, and especially different social media channels are great tools to reach out to young supporters of your organization. Digital tools can be used to raise awareness, provide regular information to young people about your organization, and call for support in your advocacy actions.

- 1 { Use a variety of social media channels such as Instagram, Facebook, Tiktok, Twitter etc., to reach young people.
- 2 { Prepare short videos, infographics, animations, or simple visuals about your organizational activities and share them regularly from your social media channels.
- 3 { The social media content and other communication materials should be in different languages.
- 4 { Share messages on youth inclusion and youth empowerment on special days such as 12th of August International Youth Day.
- 5 { Interact with young people through your social media channels and learn the digital activism methods. Modify your approach to communication tools with the support of the youth, try to understand the tools used by them and incorporate them to your communication strategies. You can share surveys or make polls to ask their opinions in this regard.



MEASURE 8

ORGANIZE PERIODIC EVENTS ON YOUTH

Periodic events on youth are important to build the capacity of young people, volunteers, or staff on youth mainstreaming. Events are also great tools to bring diverse people together, provide them a space for dialogue and strengthen their relations with your organization.

- Organize periodic events such as movie screenings, panels, or training to increase your organization's youth mainstreaming awareness.
- Collaborate with youth organizations while organizing such events, if necessary.
- After each event, receive feedback from the participants anonymously and ask their ideas to improve the content of your activities. Do not forget to ask the age range of the participant in the feedback form. In addition, ask questions on whether they are comfortable with the venue selected, the food provided, or the discussions held during the event. Try to ask at least a few open-ended questions to provide them enough space to express their opinions and feelings.
- Do not forget the different groups within youth. Some of the events might be specifically on, for instance, young people from rural areas or young people with disabilities.
- Organize such events with the young people of your organization. Young people's opinions should be received during the planning stage, and they should be able to have leading roles in the organization team.
- The language might be an important barrier for some young people of your organization to engage with your activities actively. Consider the translation needs while planning each event and provide a translation.

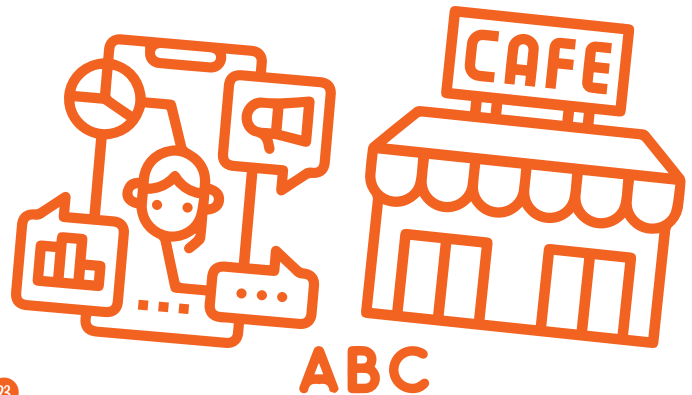


MEASURE 9

YOUTH IN PROJECT DEVELOPMENT AND IMPLEMENTATION

The challenges faced by the youth and their needs should be considered during all stages of project development and implementation. This will show that their problems are addressed, and their demands are heard by their organization.

- Draft objectives of your project by taking into consideration the youth mainstreaming. Discuss whether the successful achievement of the project objective will contribute to youth participation or whether it addresses any specific topic that concerns young people.
- Include young people in the project development stage, ask for their needs and learn their demands.
- Consider the different needs of youth, including sign language interpretation or translation in other languages during the implementation of your project activities.
- Implement your activities in youth-friendly venues.
- Segregate the data you receive while implementing the project at least by gender, age, region, and ability/disability. Try to understand the youth participation in your project by periodically reviewing your data. If the participation is low, ask the young people of your organization how they think young people would involve more. In addition, check your Project implementation and organizational activities by considering all the above measures.



YOUTH MAINSTREAMING CHECKLIST

The following checklist includes compliance items for each measure covered in the Guideline. For each item, the checklist allows you to consider if it is implemented in your organisation or not. If it is not implemented, you leave that line of the checklist blank. However, if your CSO complies with the relevant item, then the checklist allows you to assess if it is partially or fully implemented.

The long-term end goal for achieving comprehensive youth mainstreaming in any given organisation is to have all items fully implemented. However, this requires resources such as time, knowledge, and expertise and hence should be a tailor-made process for each organisation. Thereby, first and foremost, we recommend that you use this checklist to assess where your CSO stands regarding youth mainstreaming. Following this initial assessment, and based on your resources, you can then develop your strategy plan (as recommended in measure #1 of the checklist) in which you identify your goals to improve youth mainstreaming in your CSO.

MEASURES FOR YOUTH MAINSTREAMING

MEASURE 1: MAINSTREAMING YOUTH IN POLICY PAPERS	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
1. The definition of youth with agreed age limitations is adopted by the organization.		
2. The data of young members segregated at least according to gender, age and location are prepared.		
3. The list of questions is prepared for the youth analyses by taking into account the points stated in measure 1 of the mainstreaming guide.		
4. The youth analyses are made through consultation meetings either through face-to-face meetings or through easy technological tools such as online polls and surveys.		
5. The accessibility needs and right to privacy of the youth (if required) are taken into account during the consultation process.		
6. The policy paper for youth mainstreaming to show the commitment of your organization is written in reader-friendly and simple language is adopted and being implemented.		
7. The strategy paper that includes your main objectives and practical steps for youth mainstreaming is written in reader-friendly and simple language is adopted and being implemented.		

MEASURE 2: MECHANISMS TO ENSURE YOUNG PEOPLE'S ACTIVE PARTICIPATION IN THE ORGANIZATION	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
8. The tools and channels for regular information exchange with youth are sustained.		
9. Policy papers are drafted, or events/trainings are implemented to encourage young people's inclusion in decision making bodies.		
10. At least a 30 percent youth quota in decision-making bodies is in place.		
11. Measures are in place to make sure that young people are actively participating in the panels, conferences, etc. not just as listeners but as speakers or moderators.		
12. We regularly outreach to diverse young people and invite them to our organization.		
MEASURE 3: YOUTH-ADULT PARTNERSHIP	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
13. Youth-adult partnerships are encouraged at various levels.		
14. The adult members and staff are regularly monitored in terms of their collaboration with the youth and attitudes towards them.		
15. Surveys are periodically being done for understanding/ identifying if any biases exist within the adult members and staff.		
MEASURE 4: SAFETY OF THE YOUTH	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
16. The venues of the activities or meetings are selected according to the safety needs of different age groups.		
17. Clear rules are in place to combat violence and make people who use violence accountable for their actions.		
18. Transparent and ethical mechanism is established to investigate cases of violence and mistreatment.		
19. The informed consent of the participants is received before taking any pictures or recording in all events or meetings of the organization.		
20. The informed consent of the participants is received before recording their personal data for the organization.		

MEASURE 5: YOUTH EMPOWERMENT	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
21. Regular surveys are made to understand the needs of the youth.		
22. Capacity-building activities are being regularly implemented for youth.		
23. The staff is trained on youth empowerment and youth mainstreaming.		
24. Thematic training sessions are held for marginalized youth according to their needs.		
25. Measures are in place to allow young people to represent their organization in events.		
MEASURE 6: COLLABORATION WITH YOUTH ORGANIZATIONS	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
26. Meetings are held with youth organizations at least twice a year to understand the challenges they face and their demands.		
27. At least one event is being held with youth per year.		
28. At least one person is appointed in the organization to follow the youth agenda regularly and seeks ways for collaboration.		
MEASURE 7: DIGITAL TOOLS TO REACH THE YOUTH	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
29. Diverse social media channels are being used to reach out to young people.		
30. The content of the social media posts is created with simple and clear language and visuals such as short videos, animations or infographics.		
31. The communication strategy of the organization is drafted in the light of the digital activism methods to attract young people.		

MEASURE 8: ORGANIZE PERIODIC EVENTS ON YOUTH	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
32. Periodic events are implemented in collaboration with youth organizations to enhance awareness about youth mainstreaming.		
33. Feedback received via feedback forms after each event. The feedback is received anonymously, but at least the age and gender information are collected.		
34. Translation needs of young people are being taken into account for the events.		
MEASURE 9: YOUTH IN PROJECT DEVELOPMENT AND IMPLEMENTATION	PARTIALLY IMPLEMENTED	FULLY IMPLEMENTED
35. Measures are introduced to ensure young people's inclusion to project development stages.		
36. The different needs of the youth are being taken into consideration during project development.		
37. All data collected by our organization is segregated at least by gender, age, region and ability/disability status.		

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