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## Terms of Reference: Development and facilitation of a Bootcamp for Youth Advisory Climate Councils of the project People & Planet: a Common Destiny

The project People & Planet: a Common Destiny is seeking to contract an experienced Consultant or team of Consultants, henceforth called Contractor, to support the development and facilitation of a Bootcamp for Youth Advisory Climate Councils (YACCs) active in the project.

### Background

With the existing Climate Change scenario, by 2030, water scarcity in some arid and semi-arid places will displace up to 700 million people around the world. Even though these are speculative numbers, the next years will be dramatic for our planet. It is a global problem that will affect every part of the world and each one of its inhabitants. This way, we call on every citizen to understand his/her place on it, to recognise how impactful his/her actions are, and to realise his/her power to make a change.

In order to raise awareness, empower and mobilize European youth citizens and decision-makers, the project People and Planet will implement a range of activities in 8 EU member-states (Germany, Italy, Ireland, the Netherlands, Poland, Portugal, Romania, Spain) and in Cape Verde, between 2020 and 2024. The project aims to contribute positively to the sustainability of development policies at the global (global + local) level and promote the participation of youth citizens as change-makers.

This project is divided into two lines of action:

### **Outcome 1: New models of sustainable behaviours coherent with global sustainable development are adopted by the Young European Citizens (YEC) in the target countries**

Output 1.1: Increased awareness of YEC in the target countries on climate change challenges and sustainable development practices.

Output 1.2: Opportunities for active engagement of YEC in the target countries in concrete actions for fighting climate change expanded.

Output 1.3: Strengthened capacities of the targeted actors for development (LAs, ALAs, CSOs) in promoting citizens awareness, knowledge and engagement towards Climate Change and sustainable lifestyle patterns.

### **Outcome 2: Improved local policy-making practices by targeted Local Authorities (LAs) allowing for active engagement of youth representatives in the policy-making process and aiming at the localisation of SDGs**

Output 2.1: Opportunities for the active participation of the YEC in policy-making processes at the local level expanded.

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Output 2.2: Increased awareness of decision makers at local, national and European levels on SDGs localization and climate change mitigation.

The Youth Advisory Climate Councils (YACCs) are implemented under outcome 1. [Existing analysis](#) shows that Young European Citizens are significantly concerned about climate change, but only a small share is actually engaged in civic activities or in organizations promoting climate action. Ensuring that youth have an active role in their local context encourages a stronger commitment with their local structures and building a more critical and engaged citizenship.

The project partners have thus been organising YACCs in each context, where young people meet regularly to discuss the local challenges and possible solutions for related to sustainable development. Each of these groups will draft a national or local position paper comprising proposals for actions and sustainable lifestyles that their local authority can follow.

The overarching theme of the YACC's position papers is sustainability. The national position paper is a compilation of selected Sustainable Development Goals (SDGs)/theme-focused chapters per country. The focus is always local and aims to provide recommendations for collective and individual action. These papers:

- argue for a solution to a given issue or problem;
- are addressed at decision-makers;
- are focused on being persuasive, to convince the audience that the opinion presented is valid and worth listening to;
- are based on evidence;
- are short and sharp.

A specific concept note has been developed for these papers.

The national proposals collected from the YACCs will be presented to national and regional decision-makers, with the aim to reinforce the advocacy action of youth.

### Purpose

This assignment has the objective of supporting the development of and facilitation of a bootcamp for youth-learning in Portugal, taking place in April 18-21, 2024, with foreseen three full days of work. Representatives from all YACCs developed by the project will join this bootcamp to, through exchanges:

1. encourage peer learning and interchange of experiences and good practices on sustainable lifestyles, having the work of the YACCs as a starting point;
2. develop one common position paper on EU sustainable lifestyles to be disseminated among local, national and EU decision makers, in addition to media, within an identified advocacy strategy, when this is favoured.

It will thus contribute to all above-mentioned outputs and outcome 1. The bootcamp will also be included in another output of the project: a common publication that will be

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presented as a Guide for LAs to reinforce their work in partnership to share resources, ideas and materials about climate action in the context of the SDGs.

The bootcamp is expected to be a three-days interactive learning experience during which young people will:

- Engage and exchange with a group of young, aspiring activists for climate action and sustainable development that want to promote collective change;
- Strengthen team-building skills for the effective delivery of joint projects for climate action and sustainability;
- Develop advocacy and leadership skills for the effective role as an activist for climate and sustainable action;
- Use the local position papers (already developed by the time the bootcamp occurs) as a starting point for an exchange of approaches and views and for the development of a P&P common paper;
- Start a roadmap for action in each local context outlining how the guides will be further disseminated, including in the context of an advocacy strategy, when this is favoured.

The Contractor(s) will be expected to develop a proposal with methodology and approach for the development of the bootcamp, and to facilitate all or almost all the sessions during those days.

Specifically, the Contractor(s) will be expected to:

- design engaging bootcamp activities for the participants and that are project-related. All these activities are expected to be participatory, contributing to peer exchange and team-building;
- facilitate the bootcamp sessions, engage the participants in interactive activities that:
  - encourage networking and peer learning during the three days;
  - lead to the development of the final common P&P position on EU sustainable lifestyles paper that can be used both locally and internationally. This also implies a specific approach that conciliates the different views, as each YACC's paper is expected to be place-based and may have different focus depending on the context;
  - support the YACCs in establishing a roadmap for action, to be further reinforced after the bootcamp. This roadmap will include opportunities for strategic dissemination of the final position paper, taking into consideration each local, regional and national context, at least until the end of the project.

All logistical aspects linked to the organisation of the bootcamp are the responsibility of the project coordinator and will not fall under the scope of tasks of the Contractor(s). The Contractor(s) may however advise on some of the aspects of the organisation that may impact the expected results, for example, the selection of an activity outdoors for team-building or a masterclass with an activist.

### Expected results (measurable results)

Before commencing on the assignment, the Contractor(s) will deliver an inception report outlining the detailed approach and methodology to this assignment and which will be discussed and agreed with the coordination team. The selected Contractor(s) will be expected on the following deliverables:

- Organisation of the bootcamp programme, including specific activities and methodologies to be used. They must be based around and continuously promote the exchange of experiences among participants;
- Facilitation of all or almost all the sessions of the bootcamp;
- Final report of the bootcamp, that includes what was achieved for the common position paper and the roadmap for follow-up action from the YACCs.

The project consortium will provide all detailed information in advance to prepare the detailed approach and methodology.

**Working language:** English

### Methodology and Approach

The assignment will include:

- a desk review of existing documents including project and partners' reports to provide an overview of what each YACC has been doing,
- a consultation with the coordination team to refine objectives and approaches,
- a selection of the most relevant methodologies to be used in the bootcamp and to ensure its objectives are fulfilled.

Possibilities of methodologies:

- Examples: learning circles methodology, design-thinking, problem-based learning, among others. The selected methods should be used for participants engagement, comprising principles of equal participation, reciprocity, and honouring of the collective
- To identify a baseline: Revisit all position papers done individually as a starting point or first learn about how each YACC understood their local problem, including through the observation method of each group
- Designing the final position paper – possible key questions, all to be developed by co-creation and based on the already developed position papers
  - Who are you solving it to?
  - Who are you addressing?
  - What is the goal?
  - What is the challenge?
  - What is the solution?

### Timeframe

The assignment is expected to be undertaken between beginning of January and end of May 2024.

Deliverable	Indicative timeframe	Location
Inception report	End of January	Online
Bootcamp programme	February 12 - 16	Online
Facilitation of the bootcamp	April 18 - 21	Face to face
Final report	May 15 - 17	Online

### Supervision of the Contractor(s)

The Contractor will be under the direct supervision of the coordination team of the People & Planet project, which is composed of the lead coordinator of the project and partners of the Bootcamp taskforce.

### Key competences and experience required

The Contractor/firm should have:

- Proven track record in working on youth engagement and capacity-building;
- Experience in engaging and working with different age groups, in order to manage a good blend of youth and experience, will also be considered;
- Proven track record in working on advocacy and campaigning;
- A multidisciplinary approach;
- Knowledge of the localization of SDGs;
- Sound experience in organising bootcamps preferred;
- Sound experience in writing position papers preferred;
- Knowledge on tackling climate change through youth engagement preferred.

### How to apply

Please send your application in English via e-mail to [candidaturas@imvf.org](mailto:candidaturas@imvf.org) with 'Organisation and facilitation of a Bootcamp for YACCs of the project People & Planet: a Common Destiny' in the subject line, and include:

- A technical proposal, that includes:
  - the expert(s) profile;
  - brief methodology,
  - similar experiences,
  - budget,
  - risks and mitigation of this assignment and
  - confirmation of availability to facilitate the bootcamp in Portugal, April 18-21, 2024.
- A CV of maximum two pages.

Applications should be sent before **December 22, 2023**.