



**YOUTH PARTICIPATION IN DECISION-MAKING**

# **ACTION PLAN**

# THE PROJECT PLAN

Use this table to plan how to involve young people in decision-making for this project.

Youth participation project name and description

Describe the purpose and objectives for involving young people

Describe the methods to be used to involve young people

Describe the range of young people to be involved in the methods and how they will be recruited

Describe the practicalities of involving young people

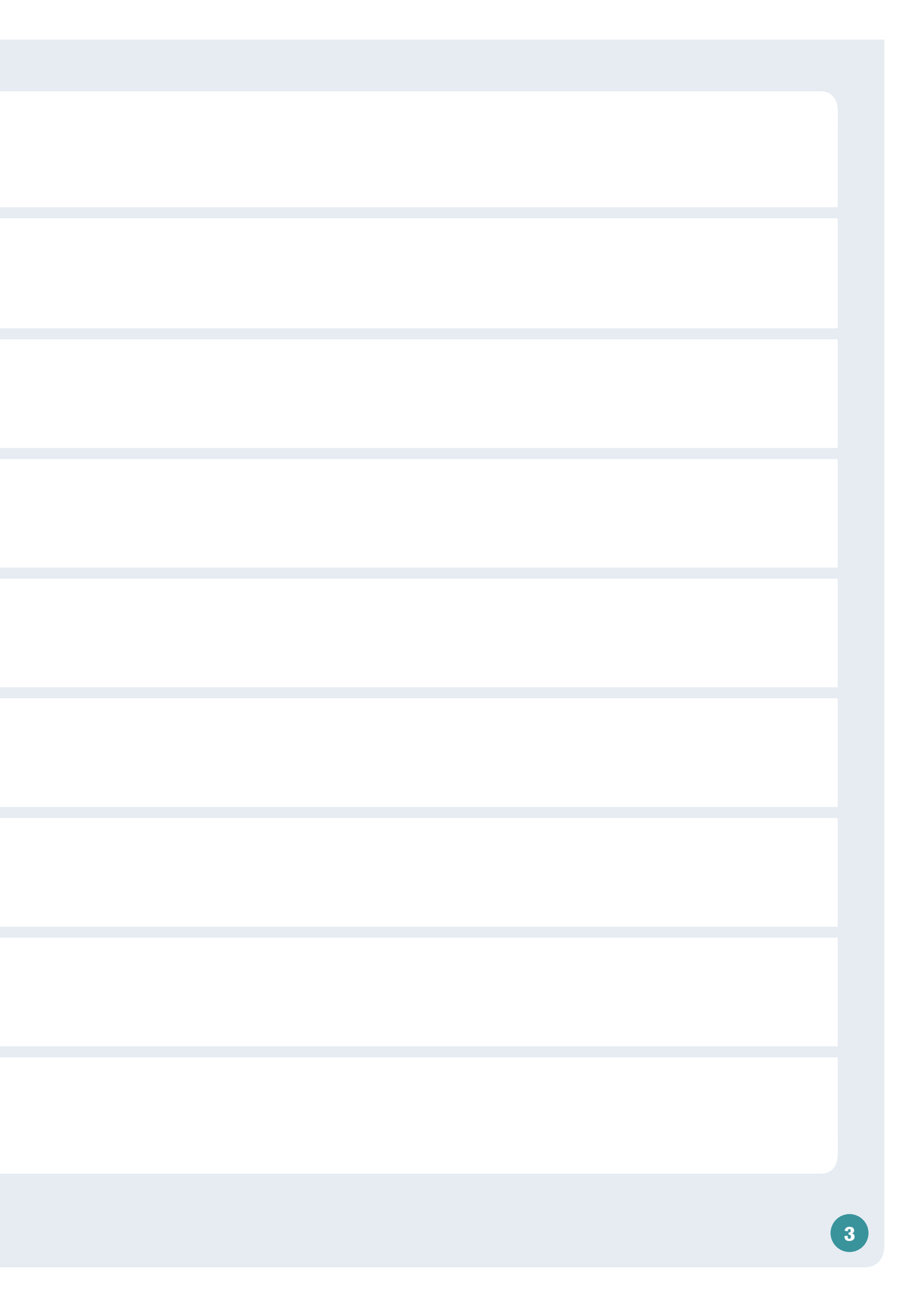
Describe the potential barriers to youth participation

Describe the strategies you could use to overcome these barriers

Resources – other people who could help

Evaluation plan

Date



# GUIDELINES

Things to think about when completing your project plan.

Youth participation project name and description	Consider: <ul style="list-style-type: none"><li>• What name and will it appeal to young people?</li><li>• Are young people involved in coming up with the project name? Could they be?</li></ul>
Describe the purpose and aims for involving young people	Consider: <ul style="list-style-type: none"><li>• Why should young people be involved?</li><li>• What role will they have in decision-making?</li><li>• What impact will their involvement have?</li></ul>
Describe the methods to involve young people	<ul style="list-style-type: none"><li>• What is the best method/s for your project?</li><li>• Methods include: face to face meetings, surveys, social networking groups (like Facebook), on-going youth advisory group, focus groups, youth forums and creative consultation methods.</li></ul>
Describe the range of young people to be involved and how they will be recruited	<ul style="list-style-type: none"><li>• How can you involve young people who have experience and interest in the decision or issue being addressed?</li><li>• How can you reach out to those young people who would not normally get involved in decision-making opportunities?</li><li>• How can you involve young people from a diverse range of backgrounds?</li></ul>
Describe the practicalities of involving young people	<ul style="list-style-type: none"><li>• How can you interest and retain young people from different cultural backgrounds?</li><li>• What would be a youth-friendly time and place to have youth participation activities occur?</li><li>• What kind of information do you need to provide to young people so they are well informed about the youth participation project?</li><li>• How can you help young people to develop informed opinions about the issue/decision?</li><li>• What opportunities could young people have to meet with the key decision-makers?</li><li>• How can you keep young people up to date about the decision-making process?</li><li>• What are the resources you need to undertake the youth participation project?</li></ul>
Describe the potential barriers to youth participation	Consider barriers for your organisation and young people. The barriers could include: <ul style="list-style-type: none"><li>• language and cultural barriers</li><li>• high demands on young people's time.</li></ul>
Describe the strategies you could use to overcome these barriers	Consider how you would directly address each of the barriers you have listed in the section above to ensure that young people can participate.
Resources	Consider the resources within your budget. Don't forget to include reimbursements to young people and budgeting for recognition of young people's contributions.
Evaluation plan	<ul style="list-style-type: none"><li>• How will you provide feedback to the young people involved?</li><li>• How will you evaluate your project?</li><li>• How will you involve young people in developing the evaluation?</li></ul>