Today's date: _____/_____/_____
                              date   month   year

Youth Engagement Programming (YEP!) Survey

INTRODUCTION

Dear respondents,

Counterpart International is designing its interventions for the coming year. To ensure that our planning incorporates the perspectives of our partner organizations, we are soliciting your inputs through this Youth Engagement Programming (YEP!) Survey. The Youth Engagement Programming survey is to be completed by organizations receiving YLP grants before and after the implementation of those grants. The survey asks key questions related to project design, implementation and evaluation as well as advocacy interventions by non-profits working with youth.

We are looking to learn in what areas our assistance and interventions can better assist you, our partner organizations, in **youth needs assessments, project design, project management and evaluations, project review, and advocacy**.

The survey is structured as a questionnaire and can be filled in as a group by several team members, e.g. organization executive body, board member (governing body), staff member, volunteer, intern, youth specialist, monitoring and evaluation specialist, organizational development specialist, according to their own experiences within the organization. Please answer the questions below to the best of your knowledge. Based on the interview discussions and number of participants the survey may take from 30 to 45 minutes to complete.

Please include your thoughts and ideas as needed in the "Your Notes" column provided.

Thank you in advance and we look forward to long term and fruitful cooperation.

Sincerely,

Farrukh Tyuryaev
Program Director YLP

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Organization: _____ **ID**:_____

Respondents from the organization include:

☐NGO/Foundation Management (Executive body)   ☐Member (if applicable)
☐ Board member (Governing body)   ☐ Intern
☐ Staff member   ☐Volunteer
☐Other (please specify) _____

Total (#):   *Female:*_____   *Male:*_____

SECTION 1: Organizational Background

Q-1.1 Does your organization's vision/mission, goals and objectives specifically mention youth or youth engagement? *Please check ✓ only one.*

                  ☐**YES**   ☐ **No**

Q-1.2 Does your organization have the following resources to carry out regular activities? *Please check ✓.*

- Furniture   ☐
- Computers   ☐
- Scanner   ☐
- Printers   ☐
- Projector   ☐

Q-1.3 Is your organization's management and leadership team committed to the advancement of youth priorities and objectives? *Please check ✓ only one.*

                  ☐ **Yes**   ☐**No**

Q-1.4 Does your organization have written human resource policies that provide equal employment opportunities for men and women, youth, and people with disabilities?
Please check ✓ only one.

                  ☐ **Yes**   ☐ **No**

Q-1.5 Does your organization involve youth in drafting your organization's policies and procedures? *Please check ✓ only one.*

                  ☐ **Yes**   ☐ **No**

Q-1.6 Do youth participate in decision making when you are approving your organization's policies and procedures? *Please check ✓ only one.*

                  ☐ **Yes**   ☐ **No**

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Q-1.7 Does your organization have an open-door policy welcoming youth at any time? *Please check* ✓ *only one.*

☐ **Yes**   ☐ **No**

Q-1.8 Does your organization have an established process for gathering information to determine issues important to young people (ex. education, health, employment, and other)? *Please check* ✓ *only one.*

☐ **Yes**   ☐ **No**

Q-1.9 While identifying youth needs does your organization monitor how a law or public policy states impacts the following groups? *Please check* ✓ *all that apply.*

- Youth   ☐ **Yes**   ☐ **No**
- Women and girls   ☐ **Yes**   ☐ **No**
- Men and boys   ☐**Yes**   ☐ **No**
- Persons with disabilities   ☐ **Yes**   ☐**No**

Q-1.10 Does your organization regularly access/review the following sources of information? *Please check* ✓ *all that apply.*

- National statistics agencies   ☐
- Public opinion surveys provided by local research organization   ☐
- Data from international organizations   ☐
- Reports issued by local non-governmental organizations   ☐
- Other (please specify) _____

Q-1.11 Is your organization familiar with the youth policies of the following parties? *Please check* ✓ *all that apply.*

- National and local governments: ☐ **Yes**   ☐ **No**
- Major bilateral and multilateral donors   ☐**Yes**   ☐ **No**
- Main Civil Society Networks, Coalitions, Groups   ☐ **Yes**   ☐ **No**

Q-1.12 Is your organization familiar with other youth projects and services that exist in your area? *Please check* ✓ *only one.*

☐ **Yes**   ☐ **No**

Q-1.13 Does your organization partner or network with other youth project or services that exist in your area? *Please check* ✓ *only one.*

☐ **Yes**   ☐**No**

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SECTION 2: Project Planning and Design

Q-2.1 Does your organization identify short and long-term goals when designing youth projects? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-2.2 Does your organization look at the collected data when designing youth projects? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-2.3 Does your organization review the collected data from the perspective of girls and boys separately during planning your projects? *Please check ✓ only one.*

☐ **Always**   ☐ **Sometimes**   ☐ **As needed**   ☐ **Never**

Q-2.4 Does your organization incorporate youth needs identified through your data collection into new projects? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-2.5 Does your organization involve the following key stakeholders in designing projects? *Please check ✓ all that apply.*

- Local education officials   ☐
- Local advocates   ☐
- Community leaders   ☐
- Local donors   ☐
- International donors   ☐
- Other (please specify)_____

Q-2.6 Does your organization involve young people in designing and planning your youth projects? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-2.7 Does your organization design activities to target specific dates or policy events such as international youth day, start of academic year, religious holidays, national elections etc.? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-2.8 Does your organization develop a plan that includes indicators for measuring progress/performance? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

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Q-2.9 Does your organization target the following donors when fundraising?
Please check ✓ only one.

☐ **local donors**   ☐ **International donors**

Q-2.10 Does your organization have a fundraising strategy specifically for accessing resources for youth focused projects? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

SECTION 3: Project Implementation

Q-3.1 Does your organization have an accounting system for external auditing and tax reporting purposes? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-3.2 Do you track expenditures for your youth activities separately from those targeting other sectors? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-3.3 Does your organization conduct activities at locations easily accessible by young men? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-3.4 Does your organization conduct activities at locations easily accessible by young women? *Please check ✓ only one.*

☐ **Yes**   ☐ **No**

Q-3.5 Does your organization bring together adults and youth to introduce new projects to the communities you work in? Please check ✓ only one.

☐ **Yes**   ☐ **No**

Q-3.6 Through your projects, does your organization bring together adults and youth to discuss important issues or make decisions for the community? Please check ✓ only one.

☐ **Yes**   ☐ **No**

Q-3.7 Does your organization use media or public outreach to ensure that youth are aware of your organization's activities? *Please check ✓ only one.*

☐ **Always**   ☐ **Sometimes**   ☐ **As needed**   ☐ **No**

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Q-3.8 Does your organization use media or public outreach to cover youth issues and priorities? *Please check* ✓ *only one.*

☐**Yes**   ☐ **No**

Q-3.9 Does your media or public outreach target the following groups? *Please check* ✓ *all that apply.*

☐ **Men**   ☐**Women**   ☐ **Young men**   ☐**Young women**

Q 3.10 Does your organization collect data in accordance with performance management plan?

☐**Yes**   ☐ **No**

Q-3.11 Does your organization have experience/expertise in the following areas:
        Please check ✓ *all that apply.*

- Youth empowerment   ☐
- Civic education   ☐
- Leadership   ☐
- Gender integration and equality   ☐
- Working with people with disabilities ☐
- Other, *please specify*_____

Q-3.12 Does your organization have the following training modules? *Please check* ✓ *all that apply.*

- Youth empowerment   ☐
- Civic education   ☐
- Leadership   ☐
- Gender integration and equality   ☐

SESCTION 4: Project Monitoring, Evaluation and Learning
Q-4.1 Does your organization disaggregate information collected by gender?
Please check ✓ *only one.*

☐ **Men**   ☐**Women**   ☐ **Young men**   ☐**Young women**

Q-4.2 Does your organization disaggregate information collected by adults and youth? *Please check* ✓ *only one.*

☐**Yes**   ☐ **No**

Q-4.3 Does your organization conduct the following evaluations for projects?
Please check ✓ *only one.*

☐ **Baseline**   ☐ **Mid-term**   ☐ **Final**

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Q-4.4 When evaluating your projects, does your organization consider the impact of your projects on the following groups? *Please check* ✓ *all that apply.*

☐ **Men**   ☐ **Women**   ☐**Young Men**   ☐ **Young Women**

Q-4.5 Does your organization conduct other types of research listed below?
Please check ✓ *all that apply.*

Case Studies ☐   **Focus Groups** ☐   **Special Reports** ☐   **Youth Assessments** ☐

Q-4.6 Does your organization publish or share the results of this research with others? *Please check* ✓ *only one.*

☐ **Yes**   ☐**No**

Q-4.7 Does your organization solicit feedback from the following stakeholders when evaluating your youth projects? *Please check* ✓ *all that apply.*

1.   Young people involved in your projects   ☐
2.   Young people in your community   ☐
3.   Other civil society organizations working on youth issues   ☐
4.   Government agencies working on youth issues   ☐
5.   Local or international donors supporting your projects   ☐

Q-4.8 Do you share results of your work with the following constituents: *Please check* ✓ *all that apply.*

1.   Young people involved in your projects   ☐
2.   Young people in your community   ☐
3.   Other civil society organizations working on youth issues   ☐
4.   Government agencies working on youth issues   ☐
5.   Local or international donors supporting your projects   ☐

Q-4.9 Does your organization review lessons learned from working with/for youth? *Please check* ✓ *only one.*

☐**Yes**   ☐ **No**

Your Notes/Suggestions:_____
_____
_____

THANK YOU VERY MUCH!!!

YOUR RESPONSES ARE VERY IMPORTANT TO US!!!

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