



Call for Applications and Registration

for the upcoming

PETRI - Sofia Annual School on Project Development and Management and Fundraising and Resource Mobilization and Y-PEER Global Advisory Board Meeting 2018

to be held in Bulgaria,

on 19 - 23 April 2018

Deadline for the application for the Project Development and Management module: 9 March 2018

Deadline for registration of the FPCs for the Fundraising and Resource Mobilization module and GAB Meeting: 9 March 2018

Background:

The International Institute for Youth Development PETRI – Sofia was established in 2007 as a joint initiative of the United Nations Population Fund (UNFPA), the Ministry of Health of Bulgaria, the National Center of Public Health and Analyses and the Y-PEER International Youth Network.

PETRI-Sofia has over 10 years of experience working on youth development and leadership, peer education standardization, comprehensive sexuality education, youth-adult partnership, research, monitoring and evaluation, training and information sharing in the field of HIV prevention and sexual and reproductive health and rights of young people in the region of Eastern Europe and Central Asia and beyond. Its mission is to inspire and support adolescents and youth to become leaders that work for sexual and reproductive health and rights, gender equality and peacebuilding, through international cooperation and innovative approaches. As regional knowledge hub and resource center, PETRI also acts as a facilitator for exchanging knowledge, sharing resources, encouraging the advocacy efforts of young people, and providing solutions with the help of a network of partners.

Since 2015, the **Ministry of Foreign Affairs of Bulgaria** has supported the activities of PETRI-Sofia related to capacity-building of young people, through the projects “Improvement of the Sexual and Reproductive Health of Adolescents and Young People in the Region of Eastern Europe and Central Asia” and “Development of Youth Leadership in Support of the Sustainable Development Goals” in the frame of the Mid-term Programme for Development Assistance and Humanitarian Aid of the Republic of Bulgaria for the period 2016 - 2019.

Following the example of this successful cooperation, PETRI - Sofia will organize the **PETRI-Sofia Annual School in 2018**, with the support of the **Ministry of Foreign Affairs of Bulgaria** through the project “Youth Leadership for



the Development and Implementation of the Sustainable Development Goals”, funded by the Bulgarian Development Aid.

According to the objectives of the project, PETRI-Sofia will utilize the allocated funds for: capacity-building and empowerment of young people and youth-led organizations in the field of project development and fundraising for youth policies, youth participation and development; the development of the leadership and social skills of young people, and their capacities for working for the achievement of the Sustainable Development Goals; strengthening the Y-PEER International Youth Network and encouraging the interaction of young people on global level.

In September 2015, the UNGA has adopted a historic 2030 Development Agenda with SDGs at its core. New agenda is truly transformative and integrated platform that will address the way youth entities around the globe will engage in its implementation. The declaration is a powerful statement on human rights that recognizes the centrality of empowering and enabling women and young people, including for realizing the demographic dividend. Y-PEER is at a crossroad with the programmatic focus increasingly shifting to emergency response, peace-building, civic participation. The demand for Y-PEER interventions at the community level, in the capacity building and national, regional and global advocacy is very high and the network is facing the challenge to respond and maintain the high quality expected. There is an increased demand for young leaders with skills for project development and management, as well as abilities for successful fundraising and resource mobilization for the projects planned. These skills would be vital, in order for the network to continue working actively on the local, national and international level, and in order to position Y-PEER as one of the lead youth entities in the implementation of SDGs.

Therefore, based on the needs of the Y-PEER and other youth-led networks in Afghanistan, Albania, Armenia, Bosnia and Herzegovina, Georgia, Iraq, Kosovo, Macedonia, Moldova, Serbia and Ukraine, and following the objectives of the **“Youth Leadership for the Development and Implementation of the Sustainable Development Goals” project**, as well as the results of the Need Assessment survey, organized in November – December 2017, the PETRI - Sofia Annual School **will consist of** two separate modules that will empower youth leaders for the development and implementation of SDGs. The Annual School will consist of two training modules running in parallel, as well as a Global Advisory Meeting for the Y-PEER Network:

1. **“Project Development and Management”**
2. **“Fundraising and Resource Mobilization”**
3. **Y-PEER Global Advisory Board Meeting** will be organized back to back with “Fundraising and Resource Mobilization” module.

Project Development and Management (PDM)

Number of participants: **20 participants from Afghanistan, Albania, Armenia, Bosnia and Herzegovina, Georgia, Iraq, Kosovo, Macedonia, Moldova, Serbia and Ukraine (1 or 2 participants per country)**

Duration of the module: **5 days**

Preliminary dates (incl. arrival and departure): **18 – 24 April 2018**



Main topics to be covered:

Identifying problems, Assessing needs and conducting literature review, Target audiences/groups, Goals and Objectives, Networking with stakeholders, Logic Model overview, Monitoring and Evaluation, Budgeting and Budget.

Participant's profile:

Participants should be individuals who have had or expect to have significant input in design, implementation, monitoring and evaluation of projects in the field of youth. Prior peer education experience is encouraged, and participants are expected to be ready to have a leadership role in the Y-PEER network on the national or international level.

PETRI-Sofia invites 1 or 2 young people per country from Afghanistan, Albania, Armenia, Bosnia and Herzegovina, Georgia, Iraq, Kosovo, Macedonia, Moldova, Serbia and Ukraine.

The candidates for the PDM module should meet the following criteria:

- 👤 Between 18 and 25 years;
- 👤 Good command of English (ability to clearly understand and communicate with the group in English);
- 👤 Nominees should have demonstrated a personal commitment to youth and adolescents SRHR and SDGs related activities, as demonstrated by involvement in work with NGO, CBO, and showed successful performance;
- 👤 Have at least 2 years of experience in working with organizations on programmes/projects for youth. Nominees who have served in many roles with varied and extensive experiences are favored; those with experience in peer education training are also favored.
- 👤 Be open to learning, growing and receiving constructive criticism, which is evaluated based on an applicant's statement of intention for the training;
- 👤 Ability to engage a group in an educational process, appreciate an interactive model of learning, create a comfortable environment, convey accurate information, mediate conflict, and understand group dynamics;
- 👤 Ability to appreciate the variations of human experience and personal identities, including: age, income, race, ethnicity, religion, creed, gender identity, sexual orientation, disability, and geographic home region;
- 👤 The nominee should be in position to transfer further knowledge to other youth trainers in country and region;
- 👤 Last but not the least, the nominee should be in position to stay engaged in in-country advocacy and youth related activities as a focal point for Y-PEER or other youth networks and work closely with the UNFPA country office as well as their network in implementation of youth related activities.

How to apply:

The Applicants need to send the following documents to the respective UNFPA Country Office:

1. A short Curriculum Vitae;
2. Completed Application Form;



3. Passport copy for the communication with the Ministry of Foreign Affairs for visa issuing.

Deadlines:

All applicants should submit their application documents **to their UNFPA's Country Office** till **March 9th**. Applications **not submitted** via the Country office will be disregarded. The UNFPA Country Offices are kindly asked to submit the sets of documents of pre-selected candidate(s) by **March 16th** to petri.bulgaria@gmail.com.




Selected participants will be notified by email by **March 20th** and PETRI-Sofia will send them the official invitation letters, so that they can start the **visa application process** as soon as possible. The candidates must apply for visa not later than **March 23^d**.

Language:

Official language of the training sessions and discussions is **English**.

Logistical information:

PETRI-Sofia will cover the costs of the participants from the eligible countries:

-  flight/bus tickets (participants will be provided with e-tickets);
-  transfer to/from Sofia airport to/from the hotel;
-  full board accommodation during the training period in Bulgaria;

Regarding visa fees, we will kindly ask the Ministry of Foreign Affairs of Bulgaria to allow the consulates in focus countries to grant visas to the participants free of charge. Please note, that according to Bulgarian laws, this exception includes people under 25. Otherwise, we would kindly ask UNFPA country offices to cover the visa as well as the in-country travel costs (if there any).

Please note that PETRI-Sofia does not cover the costs for medical/travel insurance. Due to the Bulgarian national regulations, additional DSA will NOT be provided.

Upon successful completion of the training module, **participants will be awarded** a National Centre of Public Health and Analyses (NCPHA), UNFPA (United Nations Population Fund) and PETRI-Sofia **signed certificate**.

More logistical information shall be shared with the selected participants.

Please feel free to address any queries or concerns about the application or the training to:

Email: petri.bulgaria@gmail.com

Phone: +359 (2) 954 66 66

Fundraising and Resource Mobilization

Number of participants: **11 FPCs from Afghanistan, Albania, Armenia, Bosnia and Herzegovina, Georgia, Iraq, Kosovo, Macedonia, Moldova, Serbia and Ukraine (if the FPC has not taken part in this training in Bulgaria before).**

Duration of the module: **3 days**



Preliminary dates: **21-23 April 2018**

Main topics to be covered:

The role fundraising for the civil organizations, Existing platforms for fundraising and volunteers recruitment, Techniques and mechanisms for fundraising, Corporate and individual donors, Motivation of volunteers, Campaign organization, Long-term relations with donors, Organization and communication of charity campaigns and events.

Participant's profile:

FPCs of Y-PEER National Networks of the eligible countries.

The module will be organized back to back with the Y-PEER Global Advisory Board Meeting.

Y-PEER Global Advisory Board Meeting

Number of participants: **11 FPCs from Afghanistan, Albania, Armenia, Bosnia and Herzegovina, Georgia, Iraq, Kosovo, Macedonia, Moldova, Serbia and Ukraine, as well as FPCs from other countries, if supported by the UNFPA Regional and/or Country Offices, and Y-PEER International Coordinators**

Duration: **2 days**

Preliminary dates: **19-20 April 2018**

Main topics to be discussed: the Y-PEER Network's sustainability within the operational and programmatic context; focus on resource mobilization, advocacy, directing more efforts on SRHR in humanitarian settings, peacebuilding, reporting, internal and external communications and monitoring and evaluation; sharing good practices from the countries from each region; identifying key priorities of the networks and building on the Strategic Key of Action for 3 years of the network (SDGs implementation); amendment of the ByLaws; assessing the actual needs of the Y-PEER national networks.

How to register for the Fundraising and Resource Mobilization training module and the GAB Meeting:

The FPCs from the eligible countries should send the following documents to PETRI-Sofia:

4. A short Curriculum Vitae;
5. Completed Registration Form;
6. Passport copy for the communication with the Ministry of Foreign Affairs for visa issuing.

Deadlines:

The FPCs from the eligible countries should register for the training module and the GAB Meeting by sending the above documents to petri.bulgaria@gmail.com till **March 9th**. PETRI-Sofia will send them official invitation letters, so that they can start the **visa application process** as soon as possible. The participants must apply for visa not later than **March 21st**.






Language:

Official language of the training sessions and discussions, as well as the GAB Meeting is **English**.

Logistical information:

For both Fundraising Module and GAB 2018 PETRI-Sofia will cover all costs of the participants from the eligible countries:

-  flight/bus tickets (participants will be provided with e-tickets);
-  transfer to/from Sofia airport to/from the hotel;
-  full board accommodation during the training period in Bulgaria;

As for the PDM we will kindly ask the Ministry of Foreign Affairs of Bulgaria to allow the consulates in focus countries to grant visas to the participants free of charge. Please note, that according to Bulgarian laws, this exception includes people under 25. Otherwise, we would again kindly ask UNFPA country offices to cover the visa as well as the in-country travel costs (if there any).

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Upon successful completion of the training module, **participants will be awarded** a National Centre of Public Health and Analyses (NCPHA), UNFPA (United Nations Population Fund) and PETRI - Sofia **signed certificate**.

More logistical information shall be shared with the selected participants.

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Good luck!

