



Sustain-Able Minds: Empowering YouthWorkers for Sustainable Change

Greenovate Framework

Document developed by Association Europa 2020



**Co-funded by
the European Union**

Contents

Greenovate Framework	1
1. Purpose and Scope	4
2. Core Principles	4
3. Target Group	4
4. General Implementation Principles	5
4.1 TASK 2 – Steering Committee Formation and Functioning	5
1. Objective	5
2. Structure	5
3. Roles and Responsibilities	5
4. Working Methods	6
5. Partner Responsibilities	6
6. Deliverables	6
4.2 TASK 3 – Identification of Key Economic Areas	6
1. Objective	6
2. Focus Sectors	6
3. Partner Responsibilities	6
5. Deliverables	7
4.3 TASK 4 – Workshops and Challenge Mapping	7
1. Objective	7
2. National Group Composition	7
3. Workshop Design	7
4. Methodological Guidelines	8
5. Expected Results	8
6. Documentation	8
7. Deliverables	8
4.4 TASK 5 – Development of Green Solutions	8
1. Objective	8
2. Scope of Task 5	8
3. Structure of Task 5	9
a) Component A – Transnational Virtual Workshop (Led by Europa 2020)	9



b) Component B – Local Workshops: Solution Design	9
4. Documentation and Deliverables	10
5. Monitoring and Quality Assurance	10
5.1 Quality Assurance Leadership	11
5.2 QA Tools and Methods	11
5.3 Partner Responsibilities in QA.....	12
6. Adaptation and Risk Management	12



1. Purpose and Scope

The **Greenovate Framework** is a practical framework and guidelines document designed to support project teams in implementing **Greenovate type of activities**. It's a methodological programme aimed at young people with a goal to facilitate them to be able to identify critical areas in their local community and design sustainable solutions. This framework aims to be easily adapted by **anyone working in the youth field**. It provides a clear structure, shared language, and step-by-step guidance to design, deliver, and evaluate youth activities focused on sustainability, innovation, and active participation.

The framework is:

- **Action-oriented** – focused on concrete activities and learning-by-doing
 - **Youth-centered** – built around inclusion, empowerment, and co-creation
 - **Flexible** – adaptable to different contexts, group sizes, and resources
 - **Replicable** – usable by new teams to create their own Greenovate-style activities
-

2. Core Principles

All Greenovate activities should be guided by the following principles:

1. **Youth Leadership**
Young people are active creators, not passive participants. Activities should encourage decision-making, initiative, and ownership.
 2. **Sustainability Mindset**
Environmental, social, and economic sustainability are integrated into both content and methods.
 3. **Innovation Through Practice**
Learning happens through experimentation, prototyping, and reflection rather than theory alone.
 4. **Inclusion & Accessibility**
Activities are designed to be accessible regardless of background, ability, or prior experience.
 5. **Local Relevance, Global Awareness**
Challenges are rooted in local realities while connecting to broader global goals (e.g. SDGs, EU Green Deal).
-

3. Target Group

The framework can be used with:

- Youth aged 18–28 (can be applicable to any youth group)



16 young people (4 per country) with at least 50% coming from disadvantaged backgrounds.

Backgrounds: Disability, Health problems, Educational difficulties, Economic hardship, Cultural and language barriers, Social exclusion or discrimination, Geographical isolation (rural/remote areas).

- Youth workers, facilitators, trainers, and project managers
 - Mixed-experience groups (beginners to advanced)
-

4. General Implementation Principles

All Tasks must be implemented in line with the following principles:

- **Shared responsibility and coordination** among partners
 - **Youth participation and co-creation** as a core method
 - **Local relevance** with comparability at transnational level
 - **Sustainability focus** in content and outcomes
 - **Clear documentation and timely delivery** of outputs
-

4.1 TASK 2 – Steering Committee Formation and Functioning

1. Objective

To establish a **Steering Committee** that ensures strategic coordination, planning, and monitoring of project activities.

2. Structure

- A **4-member Steering Committee** is established
- Each partner organisation nominates **one lead representative**
- Members act as focal points between their organisation and the partnership

3. Roles and Responsibilities

Steering Committee members are responsible for:

- Strategic planning and alignment of activities
- Monitoring task implementation and timelines
- Supporting decision-making and problem-solving



- Ensuring communication flow within and between partners

4. Working Methods

- **Monthly online meetings** are organised
- **Half of the meetings** take place **after bi-monthly project team meetings**, allowing follow-up and coordination
- Meetings are minuted and shared with all partners

5. Partner Responsibilities

Each partner must:

- Nominate a lead person for Steering Committee participation
- Ensure continuity of participation
- Actively contribute to discussions and decisions

6. Deliverables

- Steering Committee composition list
- Meeting calendar
- Meeting minutes

Deadline M1

4.2 TASK 3 – Identification of Key Economic Areas

1. Objective

To identify **key economic sectors** with potential to positively impact sustainable development at local and regional level.

2. Focus Sectors

Partners will analyse the relevance of the following sectors in their context:

- Tourism
- Agriculture
- Fisheries
- Manufacturing industry
- Logistics

3. Partner Responsibilities



Co-funded by
the European Union

Each partner shall:

- Analyse economic sectors relevant to their city/region/country
- Identify sustainability challenges and opportunities within these sectors
- Select the most relevant sector(s) for further work in the project

4. Output Format

- **One (1) page document per partner**
- Clear and concise structure
- Use evidence, local data, and practical examples where possible

Recommended structure:

1. Local context overview
2. Selected economic sector(s)
3. Sustainability challenges
4. Potential for positive impact

5. Deliverables

- One-page sector identification document per partner

Deadline M1

4.3 TASK 4 – Workshops and Challenge Mapping

1. Objective

To identify **critical sustainability challenges** within key economic sectors through participatory workshops with young people.

2. National Group Composition

Each partner will form a **national group** consisting of:

- **4 young people**
- **1 youth worker** (facilitator)

3. Workshop Design

- Several workshops or round-table meetings per national group
- Focus on the selected economic sector(s)



Co-funded by
the European Union

- Emphasis on local community realities and sustainability challenges

4. Methodological Guidelines

Partners should:

- Apply participatory and inclusive facilitation methods
- Encourage open discussion and critical thinking
- Use visual and interactive tools (e.g. mapping, problem trees)
- Ensure safe and respectful spaces for dialogue

5. Expected Results

- Identification of **4 critical challenges per country group**
- Total of **16 critical challenges** across all partner countries

6. Documentation

Each partner must document:

- Workshop process and participation
- Identified challenges and rationale
- Youth perspectives and key insights

A template for documentation is available as an annex to this document (Annex 1)

7. Deliverables

- [Guide for youthworkers: Workshops and challenge mapping](#)
- [National challenge mapping summary](#)

Deadline M2

4.4 TASK 5 – Development of Green Solutions

1. Objective

To support young people in developing **concrete, sustainable solutions** addressing the challenges identified in Task 4, through a combination of a transnational virtual workshop and local solution-design sessions.

2. Scope of Task 5



Co-funded by
the European Union

Task 5 builds directly on the outputs of Task 4 and focuses on **capacity-building and solution development** rather than evaluation only. It ensures that identified challenges are transformed into actionable and sustainability-oriented solutions.

3. Structure of Task 5

Task 5 is implemented in two complementary components:

A. Transnational Virtual Workshop

B. Local Solution-Design Workshops

a) Component A – Transnational Virtual Workshop (Led by Europa 2020)

Objective: To provide all participants with a shared knowledge base on sustainable practices relevant to the selected economic sectors.

Key Activities:

- Design and delivery of one virtual workshop for all participants
- Presentation of sustainable practices linked to:
 - tourism
 - agriculture
 - fisheries
 - manufacturing industry
- Sharing practical examples and good practices

Implementation Guidelines:

- Interactive and participatory online format
- Use of concrete case studies and applied examples
- Ensure accessibility for all participants

Deliverables:

- [Virtual workshop presentation](#)
- [Attendance list](#)

b) Component B – Local Workshops: Solution Design

Objective: To enable national groups to design **sustainable solutions** responding to the challenges identified in Task 4.

Participants:



- Same national groups established in Task 4
- 4 young people and 1 youth worker per group

Key Activities:

- Local workshops facilitated by partner organisations
- Group work focused on each identified challenge
- Application of knowledge gained from the virtual workshop

Methodological Guidelines:

- Use problem–solution mapping tools
- Encourage feasibility, innovation, and sustainability impact
- Ensure youth-led ideation and decision-making

Deliverables:

- [Guide for youth workers](#)
- [Workshop template](#)
- [Consolidated findings](#)

Expected Results:

- **4 sustainable solutions per country**
- **Total of 16 sustainable solutions** across the partnership

4. Documentation and Deliverables

Each partner must submit:

- Description of local workshops implemented
- Overview of proposed solutions per challenge
- Youth feedback and reflections

A template for documentation is available as an annex to this document (Annex 2)

Main Project Result:

- 16 sustainable solutions developed by youth groups (4 per country)

Deadline M3

5. Monitoring and Quality Assurance



5.1 Quality Assurance Leadership

Partnership must delegate one organisation responsible for **leading Monitoring and Quality Assurance (QA)** for the implementation of Tasks 2–5 and Activity A2.

They will coordinate the QA process in close cooperation with all partners and ensure consistency, reliability, and usability of collected data.

5.2 QA Tools and Methods

A. Youth Participant Surveys

Develop and administer:

- **Baseline (initial) survey**
- **Final survey**

These surveys will assess changes in young people's:

- Knowledge
- Skills
- Attitudes and opinions

The surveys will focus specifically on:

- Sustainability awareness and practices
 - Knowledge of the **European Green Deal** and **Sustainable Development Goals (SDGs)**
 - Critical thinking skills
 - Leadership and empowerment
 - Digital literacy
 - Applicability and relevance of developed solutions
 - Perceived increase in youth participation
-

B. Project Management and Communication Surveys

Develop surveys targeting:

- Project staff
- Youth workers and facilitators

These surveys will assess:

- Quality of A2 implementation



- Effectiveness of project management and coordination
 - Internal communication within the partnership
 - Support tools and frameworks provided
-

5.3 Partner Responsibilities in QA

All partners must:

- Support the distribution and completion of surveys
 - Ensure participation of all youth involved in Tasks 4 and 5
 - Provide qualitative feedback where required
 - Respect data protection and ethical standards
-

5.4 Use of QA Results

Quality assurance results will be used to:

- Measure progress and impact of A2
- Improve ongoing and future activities
- Support reporting to stakeholders and funders
- Strengthen sustainability and transferability of results

6. Adaptation and Risk Management

Partners may adapt implementation to local contexts provided that:

- Task objectives and deliverables are respected
 - Adaptations are documented
 - Risks are identified and mitigated proactively
-

Risk Matrix

Risk	Task(s)	Impact	Mitigation	Responsible
Delays or low engagement in Steering Committee	T2	Medium	Early nominations, fixed meeting schedule	Lead Partner
Uneven quality of sector analysis	T3	Medium	Standardised 1-page template, peer review	Lead Partner



Risk	Task(s)	Impact	Mitigation	Responsible
Low youth recruitment or engagement	T4	High	Early recruitment, participatory methods	Partners
Challenges not actionable	T4	Medium	Facilitator guidance, Steering Committee validation	Facilitators
Technical or participation issues in virtual workshop	T5	Medium	Platform testing, interactive methods	Europa 2020
Low quality or feasibility of solutions	T5	High	Solution templates, quality criteria	Partners / ODRAZ
Low response rate to surveys	QA	High	Surveys during sessions, reminders	ODRAZ
Inconsistent data collection	QA	Medium	Centralised tools, clear instructions	ODRAZ



ANNEX 1

T4 National Workshop Challenge Mapping Template

Country:

Date of Workshop:

Location / Municipality /County etc:

Facilitator / Youth Worker:

Number of Participants:

1. Local Economic Sector(s) Presented

Sector Type	Name	Key Local Activities / Examples
Primary Sector		
Secondary Sector		

2. Workshop Summary

- Short description of workshop format/methods used:
 - Brief summary of participant engagement / key insights:
-



1. Identified Sustainability Challenges

	Challenge Statement	Linked Sector	Explanation / Rationale	Youth Quote / Insight (optional)
1				
2				
3				
4				

4. Additional Notes / Observations

Annexes:



ANNEX 2

T5 National Workshop – Sustainable Solutions Development Template

(Task 5 – Greenovate Activity A2)

Country:

Date of Workshop:

Location:

Facilitator / Youth Worker:

Number of Participants:

1. Sustainability Challenges Addressed



Co-funded by
the European Union



Image 1: Identified challenges in T4 of the SustainAble minds project

(From Task 4 – list the challenges that participants worked on during the workshop)

#	Challenge Statement	Linked Sector
1.		
2.		
3.		
4.		
5.		
6.		

2. Workshop Summary

Short description of workshop format / methods used

Describe briefly: how the workshop was organised, which facilitation methods were used (brainstorming, discussion, solution canvas, etc.), how participants developed and selected solutions.

Brief summary of participant engagement / key insights

Describe: level of participation, creativity of ideas, interesting discussions or reflections from the group.

3. Sustainable Solutions Developed

(Minimum 4-6 solutions – ideally one-two per challenge)



#	Related Challenge	Proposed Sustainable Solution	Expected Impact	Feasibility / Implementation
1				
2				
3				
4				
5.				
6.				



4. Youth Insights / Quotes (optional)

Include short statements from participants about the solutions or the workshop discussion. Example: “If local farmers cooperate more with tourism businesses, both sectors could become more sustainable.”

5. Ideas for the Greenovate Card Game (Activity A3)

Participants are invited to propose ideas for how the **Greenovate educational card game** could incorporate the challenges and solutions developed during this activity.

Guiding questions:

- How could the challenges identified in this workshop be presented as **game cards or scenarios**?
- How could the solutions developed be used as **action cards or strategies** in the game?
- What type of **game mechanics** could make the learning process engaging for young people?
- How can the game encourage players to think about **sustainability and community development**?

Proposed Ideas from Participants

	Idea	Short Description
1		
2		
3		
4		



6. Additional Notes / Observations

Youth workers may include:

- additional ideas discussed during the workshop
- observations about youth participation
- potential partners or stakeholders mentioned
- reflections on how solutions could be implemented locally.

Annexes

Attach if available:

- photos from the workshop
- flipcharts or brainstorming notes
- sketches or diagrams of solutions
- any visual outputs produced by participants.

Instructions for Youth Workers

1. Fill in all sections immediately after the workshop.
2. Ensure that solutions are **clearly linked to the challenges identified in Task 4**.
3. Describe each solution clearly (2–3 sentences).
4. Encourage participants to think creatively about how the **Greenovate card game (A3)** could use these challenges and solutions.
5. Attach photos or visual materials if available.

