**Governments Engaging Youth:**

**What You Need To Ask and/or Know To Move Forward**

What is the objective or goals for your GEY project?

Example: Increase knowledge of how government operates and what it means to be an active citizen.

* Increase active citizenship opportunities
* Increase awareness of local government careers
* Students gain college and career readiness skills
* Partner with school or municipal agency
* Increase intergenerational opportunities
* Increase youth voice in city, county or district matters
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does your agency seek to serve or provide additional services to a specific population or youth demographic?

* Students excelling in school and interested in public service
* Students who are interested civics, but involved in current programs (overcommitted)
* Foster or other system involved youth
* Specific ages of youth:
	+ Middle school
	+ High school
	+ Out of school: 18-24, etc.
	+ Community College Students

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Landscape Review of Desired Objectives/Goals

Identify what types of programming your organization provides that directly or somewhat addresses the desired objectives/ goals?

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What other programs currently exist in your community that directly or somewhat addresses these goals? How might you build on existing efforts?

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Who is initiating the project or serving as champion for the work?

Consider roles/titles such as line or mid-management staff, an elected official, the chief executive/city manager, department head, superintendent, teacher, intermediary.

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Internal Buy-In (support) & how do you know you have it?

* Do you have support?
* Where do you have buy-in? (Departments, specific leaders or organizations, etc.)
* Where do you need support/permission?
* How will you get it?

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Do you want or have a school or municipal partner on board?

* If yes, who is it: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Do they have authority to approve the project?
* Who needs to approve the project?
* What is the best way to engage partners to pitch this idea to them?

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Assets and Resources

What assets/resources does my agency bring to the table?

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What assets/resources does the (potential) partner bring to the table?

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If you do not have your school or municipal partner on board how can you proceed?

Who do you know at your municipal agency? Start with who you know (staff in parks and recreation, public works, planning, the chief executive/city manager, county supervisor, city council member or mayor, or someone on the local chamber who knows the city manager, board of supervisors or the school board, etc.)

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Who do you know in your school district or school site - start with who you know (superintendent or assistant superintendent, career pathway or after school contact, school board member, someone who works in social studies or curriculum department, school principal, a teacher at a school, county office of education, etc.)

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What’s in it for the agency (municipal or school) to partner?

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What do you seek from your municipal partner?

* Approval of partnership
* MOU to move forward
* Materials
* Speakers
* Field trips
* Volunteer opportunities for kids
* Expertise to inform student projects
* Help critique student work
* Listen to student presentations
* Internships (number of hours)
* Job shadows (number of half days)
* Funds $00?
* Space for the program to hold classes at your facilitates (dates, hours)
* Help coordinating the program
* Leading the program
* Help design the curriculum
* Stipends for internships
* Bus for field trips
* Bus passes for students

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What do you need and/or want from educational partners?

* Approval to move forward
* MOU
* Teacher to teach the class
* Help developing the program curriculum
* Pay for a teacher to teach the class
* Credit for students to attend the program
* Bus for field trip
* Summer food
* Connect the program to career pathways during school year
* Connect the program to after school efforts of the district
* Help recruit students to the program
* Help co-plan the program
* Bus passes
* Bus to pick up students and take them to the program

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Do you need and want other partners?

* Who else do you want to partner with?
* Why them? What do they bring?
* Who do you know in this sector/agency?
* How will you get them on board (What do you want from them? What it is it for them?)

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Things to consider in setting up a model:

**Staff**

* Do you have a lead agency staff person who can coordinate the effort?
	+ Who could do this? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Do you have a teacher on board or someone who can teach civic education?
	+ How can you get someone? Who? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Does your staff have the skills and knowledge around: civic education, public sector jobs/careers, job readiness skills development, program design, curriculum development, advocacy, setting up internships or job shadows, youth development and student voice and choice, understanding teens and disconnected youth (foster youth, juvenile justice youth, homeless youth, academically behind youth, low income youth, etc.)?

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**Funding**

* Budget needed: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Sources of funds (city/county/special district funds, school district funds, grant funds, etc.)
* Funds for stipends (if offered)
* Funds for bus passes

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**Facilities**

* Where will classes be held (supervisors chambers, city hall, school district, etc.)?
* Hours of classes
* Do students have access to computers?

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**Job shadow or internship agencies**

* Who are they?
* How will you recruit them/who will recruit them?
* What is your orientation for agencies and their staff?
* Do you have an established check-in to ensure placements are working?
* How do you recognize the work of participating youth and agency staff that provide work-based learning experiences (and possibly mentorship)?

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**Student recruitment strategy**

* Marketing materials (flyer, application, social media strategy, etc.)?
* Target schools to recruit students
* Timeline
* Who will do the marketing?

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**Curriculum development/program schedule**

* What do you want students to learn/know?
* What activities will teach the skills, knowledge (instruction, activities, speakers, field trips)
* Daily learning objectives/activities each day
* Advocacy project
* Job ready skills

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**Graduation/culminating event**

* What will be your organization’s culminating event be (mock government meeting, board meeting presentation, graduation ceremony)?
* Who is invited?
* Location, time and date
* Role of youth
* Food/certificates

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| **About Governments Engaging Youth** |
| The goal of Governments Engaging Youth is to create strong partnerships between school districts and municipal governments to offer students opportunities to gain 21st century work skills; build interest in public service careers; provide tools to become civically aware and engaged; and bring authentic youth voices to local government issues.For more information, visit: [www.ca-ilg.org/GovernmentsEngagingYouth](http://www.ca-ilg.org/GovernmentsEngagingYouth).  |