Guidebook for Meaningful Youth Engagement in Industrial Development

December 2023
Acknowledgements

This guidebook was co-authored by the Youth Advisory Group (YAG). The YAG, composed entirely of youth volunteers, was launched following the international conference "Youth for Vienna Energy Forum", the predecessor of the International Vienna Energy and Climate Forum, which highlighted gaps in youth engagement in the context of energy, climate change and industrial development.

The guidebook was edited by nominated representatives of the SDG 7 Youth Constituency and YOUNGO as well as UNIDO personnel. We also would like to extend our gratitude to Anna Stańczyk who has been the guiding force behind this project.

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List of Abbreviations

- CEFF- Creating the Energy Future Forum
- COP- Conference of the Parties
- ILO- International Labor Organization
- KPIs- Key Performance Indicators
- NEET- Not in Employment, Education, or Training
- NGOs- Non-Governmental Organizations
- SDGs- Sustainable Development Goals
- S.M.A.R.T- Specific, Measurable, Achievable, Relevant and Time-bound
- UNESCO- United Nations Educational, Scientific and Cultural Organization
- UNFCCC- United Nations Framework Convention on Climate Change
- UNFPA- United Nations Population Fund
- UNICEF- United Nations Educational, Scientific and Cultural Organization
- UNIDO- United Nations Industrial Development Organization
- UNSD- United Nations Statistics Division
- WHO- World Health Organization
- YAG- Youth Advisory Group
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“Nothing about us without us”
Our world is home to the largest generation of young people in the history of our planet. In 2018, there were 1.8 billion young people aged 10 to 24 and close to 90% lived in developing countries.¹ Therefore, we cannot expect industrial development to be truly inclusive unless young people are included in the workforce, project design, policy-making and programme implementation and evaluation. Youth are at the centre stage in the fight for climate justice. Consequently, young people are essential actors in climate change mitigation and adaptation with much more at stake when it comes to protecting the future of our planet. According to the UN Youth 2030 Strategy, youth leadership, capacity building and engagement in dialogue with stakeholders, high-level decision-makers and institutions are among the most important points to be improved in the industrial sector.²

United Nations Industrial Development Organization’s (UNIDO) mandate is recognized in Sustainable Development Goal (SDG) 9, which calls to “build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation.” In the context of youth, it aims to empower young women and men in developing countries and economies in transition to realize their full economic potential to achieve inclusive and sustainable industrial development. “To ensure that socioeconomic development results in reduced inequities and reduced environmental harm, young people must not be left behind and must be given the right to fully benefit from industrial growth and development. They are crucial to inclusive and industrial development to lead as innovators, entrepreneurs, policy advocates and decision-makers in their communities.”²

The guidebook compiles best practices and reflects on successful youth engagement in inclusive and sustainable industrial development. It provides guidance, entry points and practical recommendations for all UNIDO personnel, partners and stakeholders in planning and implementing youth-responsive projects, programmes and activities. It also raises awareness about the need to ensure that young people have a seat at the table where decisions are taken. It has the slogan of the youth advocates “Nothing about us without us” at its core.

Co-authored by the UNIDO Youth Advisory Group (YAG), composed of enthusiastic, qualified and committed youth, this guidebook aims to make initiatives, projects and implementations by UNIDO, its partners and stakeholders more youth inclusive and responsive. It aims at encouraging all organizations to do their part in meaningfully engaging with youth in the context of energy, climate change and industrial development.

Research methods

This guidebook was designed with the help of:

● Literature and data review of available and relevant secondary information

● Inputs from UNIDO staff and YAG members, and reviews by youth editors nominated by partner organizations (YOUNGO, Sustainable Development Goal (SDG) 7 Youth Constituency and Student Energy)

● Interviews with UNIDO personnel

● Outcomes and recommendations from the Expert Group Meeting held on 31 May 2022

● Recommendations from the Creating the Energy Future Forum (CEFF) workshop “Rethinking the Energy Transition: Gender and Equality” held on 23 September 2022

● Lessons and best practices learned from the Youth for Vienna Energy Forum, hosted in July 2021 by UNIDO and the SDG 7 Youth Constituency

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¹Through open and creative discussion with youth engagement experts, this Expert Group Meeting was organized to channel YAG’s practical experiences from various international organizations into best practices to be fed into the guidebook.


⁴United Nations Youth Strategy, Youth 2030: Working with and for Young People.
What is youth empowerment?

Youth empowerment that considers young people of all genders and from all socioeconomic and cultural backgrounds as full members of their societies is an indispensable part of the collective efforts aiming at achieving and accelerating all the Sustainable Development Goals (SDGs). Youth are better equipped to fulfil their full potential when enabling structures and procedures are in place. For this reason, relevant guidelines, such as those outlined in this publication, are vital. Young people can be discriminated against on an individual and/or at a structural level.

In other words, it is called ageism which is defined by the World Health Organization (WHO) as the stereotypes (how we think), prejudices (how we feel) and discriminations (how we act) towards others or oneself based on age. It is important to address ageism in industrial activities, while recognizing and leveraging the full potential of young people throughout all programmatic levels (including standalone interventions).

Chapter 1: Summary

- There are 1.8 billion young people aged 10 to 24 and close to 90% live in developing countries. In order to make a greater positive impact in societies, youth needs to be driving industrial development as skilled workers, policymakers and entrepreneurs.

- Young people are capable of not only supporting but also leading global efforts and processes. They must be considered both beneficiaries and partners of the United Nations.7

- Youth voices and ideas need to be reflected beyond UNIDO’s activities, including across its stakeholders’ and partners’ projects.

- The Youth Advisory Group designed this guidebook to assist UNIDO and relevant stakeholders and partners, such as governments, financial institutions and industry, in meaningfully engaging youth.

7 United Nations Youth Strategy, Youth 2030: Working with and for Young People.
Recognizing the Diversity of Youth

The Youth 2030 Strategy explores in detail the role of youth in the global development agenda. In general terms, the UN defines youth as a period of transition from the dependence of childhood to adulthood. Hence, as a category, youth is more fluid than other fixed age groups. The United Nations, for statistical purposes, defines ‘youth’ as those persons between 15 and 24 years of age. However, referring to the concept described above, the UN does not seek to present these age limits as the only correct ones and is open to other interpretations of the age of young people. The following table shows a few examples of the youth age limits used by different organizations and agencies.

<table>
<thead>
<tr>
<th>Entity/ Instrument/ Organizations</th>
<th>Age Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>UN Secretariat/ UNESCO/ ILO</td>
<td>Youth: 15-24, Child until 18, Adolescent: 10-19, Young People: 10-24</td>
</tr>
<tr>
<td>UN Habitat (Youth Fund)</td>
<td>Youth: 15-32, Adolescent: 10-19, Young People: 10-24</td>
</tr>
</tbody>
</table>

As mentioned in the UN Youth Strategy, to expand youth engagement in projects and programmes, it is essential to focus efforts on also engaging the most marginalized young people. The objective of this section is to explore the heterogeneity of young people in order to promote inclusion and greater youth participation.

Geographic location and socioeconomic conditions

According to the Commonwealth Secretariat (2016), 87% of youth live in developing countries, which calls for more importance being given to the levels of poverty, status of youth employment and engagement. It is recommended to analyse the context at regional and national levels for a better understanding of the reality that the youth face including (but not limited to) national laws, youth rights and cultural expectations from young people in each country.

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8 United Nations Youth Strategy, Youth 2030: Working with and for Young People. (see chap. I, footnote 2).
According to Youth Power, most participants in youth councils are educated and literate youth. However, youth living in poverty often have the additional responsibility towards their family income. This directly affects their participation in unpaid processes despite their willingness.

Another important aspect to consider is youth living in conflict situations. According to the Commonwealth Secretariat (2016), 30% of young people live in fragile and conflict-affected countries. The UN Youth Strategy recognizes the importance of having a safe space for youth to live, learn and work in, especially in conflict-stricken areas, informal settlements and refugee camps.

Language barriers prove to be another aspect worth considering when talking about geographical issues. The lack of alternatives for non-English speakers hinders full participatory activity. Providing translations of documents and interpretation during meetings is, therefore, critical.

Indigenous people account for 6% of the global population. However, they represent about 19% of the extremely poor.

According to the World Bank (2021), Indigenous people account for 6% of the global population. However, they represent about 19% of the extremely poor. Indigenous youth inherit the responsibility to preserve their traditional lands, sacred sites and cultural heritage. Indigenous youth face many additional barriers to participation in political processes and decision-making, which perpetuate exclusion and inequality within their communities. As highlighted in the UN Youth Unit, Indigenous children and youth are often also forced to leave their traditional communities to access better education and employment opportunities in urban areas. However, once relocated to urban settings, many are subjected to discrimination and are denied equal employment and education opportunities. Acknowledging barriers and priorities of Indigenous youth is important to foster effective inclusion in participation processes. Spaces where minority groups, such as young Indigenous women and men, can build confidence and capacity are crucial to unleash their full potential and ensure the greatest impact of their participation.
Disability

Youth with physical, mental or learning disabilities often receive fewer opportunities to attend these processes due to the stigma associated with impairment and perception of their skills and abilities and the inaccessibility of logistics of the processes. These attitudes lead to the misconception that supporting someone with a disability needs to be resource-intensive. It is important to adapt to the needs of youth with special needs to ensure inclusivity and participation in every project.

Digital barriers for youth

only 33% of children and youth have internet access at home"

Virtual and hybrid meetings seemingly allow restriction-free participation for young people. However, it is important to acknowledge that this does not fully reflect reality and it can further exacerbate inequalities among youth. The first requirement for participation is often internet access.

According to UNICEF (2020), only 33% of children and youth have internet access at home. This is particularly critical in West and Central Africa, where internet access drops to 5% among children and youth. In a similar way, access to electronic devices such as computers and smartphones is a prerequisite to participation that is not considered when planning a youth engagement process intended to be open to everyone.

11 Kris Southby, Jane South and Anne-Marie Bagnall, A Rapid Review of Barriers to Volunteering for Potentially Disadvantaged Groups and Implications for Health Inequalities, Voluntas 30, 907–920, (2019).
Gender - focus on girls

Young women and girls face enormous challenges due to gender-based discrimination, which constrains their capacity and their equal and active participation in different engagement processes. They are also constrained and face barriers to access education and productive resources due to gender norms and roles in equally contributing to, benefitting from and leading in our societies.

According to UNICEF, there are 129 million girls out of school across the globe and according to the World Youth Report (2020), 30% of young women were classified as NEET (not in employment, education or training), while 13% of young men were classified as NEET in 2018. This brings a dilemma to girls’ engagement and leadership, especially for sustainable development. Women living in poverty are less likely to educate their daughters compared to their sons - perpetuating the vicious circle of poverty of women. Hence, special attention is needed to support girls and young women living in poverty. When it comes to the job market, it is important to ensure the participation of young women and girls in all fields of work as well as in decision-making.

Chapter 2: Summary

- The United Nations is open to different interpretations of youth, depending on the context.
- In order to ensure the most equitable representation, consider various barriers faced by youth, and especially girls and young women, coming from different socioeconomic and cultural backgrounds as well as issues such as access to the internet, education and special needs.
Data helps to identify and address the bottlenecks for youth engagement, such as the education-employment gap. A striking fact - a young person is three times more likely to be unemployed than an adult above the age of 25. Appropriate data is needed to explore the underlying reasons for this phenomenon and the challenges youth face while transitioning into adulthood, the world of work and completing education. Data also helps in drafting and evaluating youth-responsive policies and projects.

Showcasing the importance of youth and its potential is possible with age-disaggregated data. In the current data landscape, the International Labour Organization (ILO) publishes comprehensive and updated data on youth labour:

- 13% of young workers worldwide, or approximately, 55 million are suffering from extreme poverty, while 17%, 71 million live in moderate poverty.\(^\text{13}\)
- Young people are consistently three times as likely as adults (25 years and older) to be unemployed.\(^\text{14}\)

\(^\text{13}\) Ibid.
\(^\text{14}\) Ibid.
During the period 2005-2014, the number of youth not in employment, education or training (NEET) decreased from 23.1% to 21.7%. In 2015-2019, the youth NEET rate was around 22%.

Today, more than one in five young people are not in employment, education or training. This issue is targeted by SDG 8.6.

Two out of every three of these NEETs are young women.

The importance of youth employment for development is well illustrated in the high proportion of countries working on developing and operationalizing a global strategy for youth employment. This is targeted by SDG 8.b.

Unfortunately, the availability of age-disaggregated data or data related solely to youth is extremely limited. For example, the UNIDO Office for Independent Evaluation concluded in its 2015 Independent Thematic Review in the area of enterprise development for Job Creation, including for Women and Youth that only 3 out of the 26 UNIDO reports rated positively to the availability of age-disaggregated data, and where age-disaggregated data was provided, the data related mostly to project activities or to some extent to project results.

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The scarcity of data availability makes the task of analysing labour demand challenging. The fact that there is no streamlined way to capture and demonstrate young women’s and men’s situations in the industry workforce makes it more difficult to ensure that young people are treated in a non-discriminatory and equitable way. A lot more needs to be done to capture the data needed.

**International databases**

- **ILO**: It offers the youth NEET, reporting sex-disaggregated data by country. This data is closely related to SDG 8.6 (substantially reducing the proportion of youth not in employment, education, or training).

- **World Bank Data Portal**: It provides percentages of unemployment as well as literacy rates among youth. The share of youth not in education, employment or training as a percentage of the female or male youth population is also presented.

- **United Nations Statistics Division (UNSD)**: It shares data for SDG 8.6.1 indicator – the proportion of youth not in education, employment or training (%) by sex and age.

- **UNICEF’s Adolescent Data Portal**: It features global, regional and country-level data on the socio-economic contexts in which adolescents live with a focused selection of key indicators on health and nutrition, education and learning, protection, and transition to work. It includes globally comparable indicators, closely linked to the SDGs.

- **UNESCO Statistics Database**: It reports cross-national comparable statistic data on the socioeconomic and sociocultural contexts.

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**What should the future landscape look like?**

To reap the potential benefits of youth engagement and shape appropriate and effective youth-responsive project interventions, the data landscape needs to be expanded (age-disaggregated data specifically being of interest). The burning question for young men and women is the **education-employment gap and future-proof skills**. Additionally, the opportunity to learn from specific experiences within existing firms or projects must be seized. Case studies or data collection project interventions are particularly useful to showcase the potential of youth as entrepreneurs, for instance in the context of the energy transition or technology and innovation in general. Useful data needs to include the ratio of the total number of employees to youth (including further division on gender, demographics, urban/rural and other diverse backgrounds) and other factors involved in the project over time, compared to certain **Key Performance Indicators (KPIs)**.
A young person is three times more likely to be unemployed than an adult above the age of 25.\textsuperscript{18}

Age-disaggregated data is generally not available, which impedes data-driven decisions when drafting and evaluating youth-responsive policies and projects.

The importance of youth employment for development is well illustrated in the high proportion of countries working on developing and operationalizing a global strategy for youth employment targeted by SDG 8.b.

UNIDO projects should disaggregate their data by age to create case studies for other interventions in the region.

Youth in Technical Cooperation Projects

Technical cooperation projects take place in specific social and economic contexts where differentials between youth and adults, including decision-making power and professional and academic experiences, are embedded. This chapter presents approaches to youth-inclusive design of projects and programmes.

Youth definition for projects

While UNIDO defines youth as those between the age of 15 and 24, this range may vary based on specific regions and from project to project (refer to chapter 2 “Who is Youth”). In this respect and in order to define "Who is Youth" within a particular project, all individual initiatives must depart from a deep understanding of the target region, project requirements and youth expectations.

For instance, for a project based in Africa, the definition of youth may extend from 18 to 35 years of age. Similarly, if a project requires the involvement of young people who have graduated with a bachelor’s degree from university and already have specific technical skills, a range from 15 to 24 years might not work in this situation. For such a project, it might be useful to conduct an analysis of the median age of graduating students within the country and adjust the youth definition by +3 years. Since an upper age limit set to the average graduating age might not always reflect professional exposure, years of experience should be taken into account. Each project must be fully adapted to the local conditions facing youth.

Analysing youth issues

Youth issues are the primary difficulties faced by youth when accessing opportunities within their societies as compared to their adult counterparts due to discrimination based on age or level of experience. At an initial stage of the project, youth analysis should be performed via consulting with youth in the region, in order to ensure that the project intervention tackles issues that affect youth disproportionately to the adult population. (Please refer to Annex I for more details on performing youth analysis).

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The following project categorization tool provides the means to classify UNIDO’s technical cooperation projects based on their “youth relevance” and expected contribution to intergenerational equality and/or the empowerment of youth within the context of inclusive and sustainable industrial development. Overall, projects can be classified into four categories:

1. **Youth-targeted projects**
   - Youth are direct recipients of the results of the project.
   - Youth from civil society or informal organizations, Indigenous and vulnerable youth groups, NGOs and other forms of youth representation are partners in the execution of the project.

2. **Projects with significant youth dimensions**
   - Youth are in charge of leading the execution process of the project, while UNIDO personnel are responsible for supporting and guiding the entire process.
   - Youth must be compensated according to the project and industry standards for their work as partners and leaders within the project design.

3. **Projects with limited youth dimensions**

4. **Projects with minimal youth dimensions**

**Project design tools**

It is important to identify the potential roles of youth within the project design phase to ensure that meaningful youth participation takes place throughout the entire project cycle and across all project activities. Youth may take the following roles:

- **Beneficiaries**: Youth are direct recipients of the results of the project.
- **Partners**: Youth from civil society or informal organizations, Indigenous and vulnerable youth groups, NGOs and other forms of youth representation are partners in the execution of the project.
- **Leaders**: Youth are in charge of leading the execution process of the project, while UNIDO personnel are responsible for supporting and guiding the entire process.

The categorization of projects based on their youth-mainstreaming capabilities is conducted to address distinct youth and adult needs and vulnerabilities and utilize their capacities and skills in different ways and to varying degrees. Depending on the type of intervention and scope of activities, some projects have clear and direct youth dimensions, while others affect youth issues indirectly or only to a very limited extent.

The following project categorization tool provides the means to classify UNIDO’s technical cooperation projects based on their “youth relevance” and expected contribution to intergenerational equality and/or the empowerment of youth within the context of inclusive and sustainable industrial development. Overall, projects can be classified into four categories:
<table>
<thead>
<tr>
<th>Category</th>
<th>Definition</th>
<th>Project requirement</th>
</tr>
</thead>
</table>
| Youth targeted | ● The project targets youth who have special needs, are disadvantaged or suffer from discrimination.  
● The project activities focus on building youth-specific services/capacities or more equal relations between youth and adults (e.g. measured by accessibility to means of production and/or to management positions in a specific industry). | ● Collect and use age-disaggregated data and qualitative information to understand the different needs and roles of youth and adults, as well as their challenges and opportunities within the project context, and track the project’s impact on youth (i.e. undertake an in-depth age-based analysis)  
● Ensure that the project objectives and key results address one or more clearly-defined youth issue(s)  
● Formulate youth-responsive targets, indicators and a baseline to monitor and evaluate youth equality results  
● Allocate sufficient financial resources for proposed youth activities  
● Ensure that project management and implementation arrangements (i.e. project personnel and project steering committee composition) have adequate and diverse youth representation (at least 33%)  
● Ensure that key project personnel have expertise in and knowledge of youth issues and that all project staff is sensitised to youth matters by getting familiar with the [Youth 2030 Strategy](https://www.unyouth2030.com/about), this Guidebook and the [Guidance for UN Staff for Meaningfully Engaging with Youth](https://www.un.org/development/desa/youth/wp-content/uploads/sites/21/2021/05/Meaningfully-engaging-youth-Guidance-training-UN-staff.pdf). |
The project is strongly linked with youth-related aspects and expected to significantly contribute to youth empowerment, albeit not explicitly stating youth empowerment as its principal objective.

- Conduct a youth analysis to identify youth inclusion action points, potential gaps and relevant stakeholders.
- Ensure that at least 50 percent of the project outputs have activities promoting youth inclusion and/or the empowerment of youth.
- Collect and use age-disaggregated data and qualitative information to understand the different needs and roles of youth and adults, as well as their challenges and opportunities within the project context (i.e. youth analysis), and to track the project's impact on youth and formulate youth-responsive targets, indicators and a baseline to monitor youth inclusion results.
- Allocate sufficient financial resources for proposed youth activities.
- Ensure that project management and implementation arrangements (i.e. project personnel and project committee composition) have adequate and diverse youth representation (at least 33%).
- Ensure that key project personnel have expertise in and knowledge of youth issues and that all project staff is sensitised to youth.
Limited youth dimensions

- The project encompasses few youth inclusion efforts and potential entry points to mainstream youth are rare. While youth inclusion and empowerment are not the project’s objective, it does address some key youth issues.
- Identify youth issue(s) in either an environmental and social impact assessment, or in a stand-alone youth analysis
- Ensure that at least 20% of the project outputs have clearly identified activities promoting youth inclusion and empowerment, including youth-responsive indicators and a corresponding budget. At least one indicator in each project output refers to youth in some way
- Formulate youth-responsive targets, indicators and a baseline to monitor youth inclusion results
- Allocate sufficient financial resources for proposed youth activities
- Ensure that project management and implementation arrangements (i.e. project personnel and project committee composition) have adequate and diverse youth representation (at least 33%)
- Ensure that key project personnel have expertise in and knowledge of youth issues and that all project staff is sensitised to youth
Minimal youth dimensions

- The project has no visible potential to contribute to youth inclusion and empowerment. Youth and adults are not expected to be affected differently by the project (in terms of their rights, needs, roles, opportunities, etc.), and there are hardly any entry points for youth mainstreaming and/or affirmative action.

- Include a description of why the project is not expected to noticeably contribute to youth empowerment. For example, the project does not have direct contact with communities or the project does not directly affect or determine the use of resources, goods or services accessed by youth and adults differently.

- Ensure that project management and implementation arrangements respect the principles of youth inclusion and equal opportunities (i.e. project personnel and project committee compositions incorporate youth inclusion).

- Ensure that youth have the space to provide inputs, access and participate in project activities within their limited scope.

Table 1. Project categorization

Consulting youth via advisory groups

All the project categories listed above, except for “minimal youth dimensions”, require that youth is consulted in key decision-making processes within the project's design and formulation. The creation of a youth advisory group (YAG) is an effective tool to ensure that youth is consulted during the project formulation phase.

The following guidelines need to be followed while setting up a YAG for a UNIDO project:

- If the project is local, local youth leaders must be consulted to understand their needs, vision and innovative ideas concerning the project. The same applies for regional and global projects.
Another crucial moment in which to integrate a youth perspective into the formulation of a project is during a stakeholder mapping. Key stakeholders that could be involved throughout the process include youth focal points in industry associations, labour organizations, laboratories, universities, NGOs, civil society organizations, etc. The YAG should be included in the mapping process.

Key questions to consider while mapping potential partners:

- Do the project’s key stakeholders include individuals and/or groups with a youth perspective (e.g. youth and/or social affairs ministries, a committee or membership organization promoting youth representation, etc.)?
Is there balanced youth representation among key stakeholders? At least one youth civil society organization/youth constituency/vulnerable youth group must be included as a stakeholder/partner.

Is there at least one stakeholder with the necessary skills and expertise to provide youth mainstreaming inputs that can be engaged in the project at all times?

Are stakeholders willing to ensure equal participation of both youth and adults during the implementation?

Table 3. Stakeholder mapping checklist

A project with explicit youth components enables better monitoring and tracking of the progress of youth-related activities. It may also offer a better perspective into the potential ways that the project activities contribute to the advancement of youth representation.

To further integrate youth dimensions in project partnerships, the following questions should be considered:

How will youth be reached out to?

Which youth groups, associations or NGOs in the country can the project partner with?

Is the project responding to age-differentiated patterns of division of labour, wage gaps, etc.?

How will the activities and services of the project benefit youth?

Is the project likely to have adverse effects on youth or adults?

How will the project affect relations between youth and adults?

How will the project ensure youth and adults have equal access to the opportunities and services that the project provides?

How can the project ensure and enhance youth participation in the activities or services provided?

Table 4. Youth dimensions in project partnerships
Risk assessment

A risk assessment reflects how the project may be influenced by a variety of factors outside the control of the project manager, including socioeconomic and environmental aspects, the operation and functioning of institutions, legal systems and sociocultural practices (e.g. discriminatory attitudes, domestic responsibilities, etc.), as well as output-level risks that directly relate to the project design.

Guiding questions for risk management:

- Is there a possibility that the project may reduce youth’s (children’s/young professionals’/Indigenous youth’s/young women’s/poverty stricken and vulnerable youth’s) access to and/or control over resources?
- Which factors may influence youth’s (children’s/young professionals’/Indigenous youth’s/young women’s/poverty stricken and vulnerable youth’s) ability to participate in the project’s activities (e.g. lack of funding, travel restrictions, unvaccinated status, lower educational levels, discriminatory approaches, cultural restrictions, etc.)?
- Would a change in the project design eliminate or mitigate these risks?

Youth-responsive budgeting

Youth-responsive budgeting seeks to address the possible differences in the roles, contributions and needs of youth and adults through the allocation of adequate budget to the project activities under the appropriate expected output. This involves a budget analysis to identify the different impacts of expenditures on youth and adults and the potential need for the reallocation of expenditure to ensure a fair and equitable distribution of benefits to both age groups. Ultimately, there should be a youth-sensitive allocation of resources.

The following aspects must be considered and covered as part of the overall project budget:

1. Youth experts
2. Workshops and youth inclusion training for project personnel and stakeholders
3. Cost of youth participation in project formulation, such as logistics, remuneration and technical costs
4. New activities identified through youth mainstreaming and activities related to the mitigation of risks, which may adversely impact youth or adults
To reiterate, an initial youth analysis is vital for determining key priorities: the proportion of the budget dedicated to youth specific activities will depend on the project’s objectives, target group, design and outcomes. The first priority should lie within integrating youth dimensions into the project’s design. A specific budget for “youth activities” may be necessary if the earlier segment does not adequately address youth needs.

Guiding questions for youth-responsive budgeting:

- Does the distribution of programme funds reflect the level of commitment to youth related goals according to the project category?
- Are there sufficient funds to achieve the expected results that support youth inclusion and empowerment?
- Are there sufficient funds to integrate the differentiated needs of youth and adults and to remunerate them for any of their contributions, including the advisory group?
- Is there a contingency fund to address youth needs in case of an unexpected event (refer to risk assessment)?

Table 6. Youth budgeting guiding questions

Project implementation

Young people may engage in project implementation in a number of ways, from key partners to local experts that provide a unique perspective on prevailing dynamics. These different roles have implications for project teams – they outline, for example, how to identify individuals with whom the teams want to work or engage with, and how to structure the work to ensure that it is not doing any harm. When projects support young people as leaders, they enable youth-led activities and promote a conducive space for participation in decision-making processes and structures. Youth involvement in project implementation not only benefits youth itself, but also organizations and their respective projects. Projects that are developed in partnership with youth are more likely to be effective in engaging the entire population and, therefore, to have a greater impact and sustainability.

It is of vital importance to ensure youth inclusion and participation at the onset of the project implementation phase. Recruiting and involving youth in the implementation of activities may be beneficial in a variety of ways, including:

- Young people make excellent data collectors; youth can be extremely valuable in implementing efforts due to their energetic and innovative nature – this is particularly true in tasks that involve conducting interviews, taking photos and reviewing feedback from surveys.
• Young people are generally keen on developing analytical skills that can serve them well in other projects in their future and providing a fresh or ‘layman perspective’.

• Young people tend to know their peers (and their parents) and including youth and other community groups can ensure that the project is planned and carried out in ways that makes it attractive for its intended target group and help overcome push-backs later on in the process.

### Youth action plan

To facilitate the implementation of youth-responsive project activities, an action plan based on a thorough youth analysis should be developed. This plan must identify opportunities and entry points for young people into the related project. The youth action plan should mirror the project’s results framework and include youth-specific project components, youth-responsive targets and indicators, timelines, assigned responsibilities and implementation arrangements.

### Identifying indicators for successful youth mainstreaming specific to the project

It is highly recommended that the users/stakeholders who have been impacted by the project themselves contribute to the process of framing the key performance indicators (KPIs) of the project. The KPIs should follow the S.M.A.R.T. methodology, namely specific, measurable, achievable, relevant and time-bound.

Indicators should be relevant to stakeholders (youth) and be disaggregated by age, with a clear definition. The number of KPIs should be small to avoid over-engineering the monitoring process and to maintain the practicality of measuring them in the long run. Indicators must not hesitate to convey current concerns and must measure trends.
Setting targets

Once the indicators are set, targets or standards should be formed for each of the indicators in order to compare the outcomes with the targets or standards at a later stage. Relevant youth, especially the ones who will be impacted by the project, must be consulted during this process.

Examples of youth-responsive targets:

- By the end of the project, youth (with equal participation of women and men) from local towns and surrounding areas should make up at least 40% of the total hiring.
- By the end of the project, ensure equal access to youth (women and men) participants/partners to quality information and training with the relevant technical, leadership and entrepreneurship skills.
In each project stage, ensure at least of 40% of the total participants in the phases of project design, implementation, monitoring and evaluation are youth (women and men)

By the end of the project, substantially increase the local, national or regional (depending to the scope of the project) cooperation and capacity building support for youth development as partners for decision-making spaces

By the end of the project, support and strengthen the participation of local, national or regional youth organizations (according to the scope of the project) in decision-making spaces of the different stakeholders participating in the project

<table>
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<th>Table 8: Examples of youth-responsive targets</th>
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The youth advisory group must be included in setting targets for the project along with identifying the KPIs. Their inputs must be discussed and considered by the implementation team.

**Communications and advocacy**

A communication and advocacy strategy should be conducted in several complementary ways, including but not limited to:

- Integrating youth inclusion results into general channels of communication, such as newsletters, progress reports, social media channels, public platforms, websites, etc.

- Showcasing visual materials featuring youth participating in on-ground projects, as well as collaboration between different age groups, including youth and seniors.

**Implementation teams**

The selection of the implementation team in any project is an important step in which to consider youth representation. In general, youth tend to be underrepresented at all levels, primarily because more emphasis is placed on years of experience over other benefits of youth inclusion mentioned in the sections above.

"This guidebook advises that both age balance and youth inclusion should be at the core of building the project management team."
This guidebook advises that both age balance and youth inclusion should be at the core of building the project management team. Promoting youth balance, for example, can be done through a targeted call for young women and men to apply for positions in job advertisements or through the creation of a number of positions for younger candidates only. It is also critical to advertise vacancies in places where youth are more likely to find them.

For instance, young people are typically active on social media but tend to be more active on certain platforms than others, especially when hunting for professional opportunities. LinkedIn is a good example of a platform that has been attracting more young people in the past couple of years, especially during and after the COVID-19 pandemic.

It is also important to circulate opportunities on platforms where young people are not necessarily looking for a job. This can help in raising awareness about an emerging career or job market and, in turn, can be very empowering to young people who normally go through a lot of phases of uncertainty especially in an era of cascading risks and major crises such as climate change. The social media platforms that are currently used the most by youth who are not necessarily looking for a job include Instagram, TikTok, YouTube and Facebook.

Moreover, sharing opportunities through youth organizations, such as YOUNGO, SDG7 Youth Constituency and other relevant youth groups and organizations, newsletters, publications, etc., can be a very efficient way of circulating jobs, internships and volunteering advertisements.

Young people are also likely to look for opportunities on job boards/websites, career groups and blogs, career sections of national and international organization websites as well as government websites.

It is recommended that the aforementioned are monitored and updated regularly by the responsible parties to make sure that they are age-inclusive and convey youth-friendly messages. It is also advised to maintain a working environment where young people can learn and be mentored without feeling unappreciated or undervalued.
Educating implementation teams on the importance of youth inclusion

The project manager is responsible for arranging training sessions and sharing available UN documents, such as the UN 2030 Youth Strategy, with project implementation teams. Training focusing on youth inclusion can be smoothly implemented to foster better and more proactive perceptions on the vitality of youth participation across different industries. Some of the most important topics to cover during trainings for UNIDO personnel are the following:

- Importance of youth participation in sustainable industrial development
- Trending concerns and actions of young people within the 2030 Agenda for development
- Policy frameworks for youth engagement
- Methodology for meaningful youth engagement in projects
- Challenges for youth engagement
- Best practices for youth engagement

Monitoring and evaluation

The impact of the project on youth should be considered and included in the monitoring and evaluation plan. For this purpose, the following steps must be undertaken:

1. Integrating youth-responsive evaluation questions in the project cycle
2. Collecting data and monitoring results
3. Re-reviewing and reporting results and using performance information in decision-making
Step: 1 Integrating youth-responsive evaluation questions in the project cycle

The project manager should consider which of the following youth-responsive questions are best suited and integrate them into the monitoring and project evaluation. Youth responsiveness should be added to the terms of references of the evaluator.

- **Programme design**
  - Is the project in line with international frameworks, including the UN Youth Strategy 2030, UN Youth Toolkit, Guidance and Training for UN Staff for Meaningfully Engaging with Youth and national policies on youth inclusivity and the empowerment of youth?
  - Were adequate resources (e.g. funds, personnel time, methodology, experts) allocated to address the objectives set for youth mainstreaming in the project?
  - Are output/outcome indicators age-disaggregated and were beneficiaries clearly identified and disaggregated by age (and gender, ethnicity, socioeconomic group, etc.)?

- **Implementation management**
  - Did the project's monitoring and evaluation collect and analyse age-disaggregated data and monitor, assess and report on youth-related objectives?
  - Were the subsequent decisions and recommendations based on these analyses?
  - Was the composition of the project team, steering committee and youth beneficiaries inclusive?

- **Project/Programme results**
  - Has the project/programme achieved youth-related objectives? How have youth-related results contributed to the overall results of the project/programme?
  - Did youth and adults equally benefit from the project’s interventions?
  - How are the results likely to affect youth relations (division of labour, decision-making)?
  - To what extent were the project’s stakeholders aware of the youth-related objectives?
  - Are youth mainstreaming-related results likely to endure after project completion?
Conducted by the project team via surveys, focus groups and interviews and field visits (with photograph documentation). As discussed earlier in this chapter, young women and men tend to make wonderful data collectors. Conducted by the youth advisory group or an external youth constituency/organization. If possible, conducted by government/administrative authorities in the region of the project.

Keep in mind that the data must be age-disaggregated, and both youth and adults must be surveyed to understand the different results for both.  

Partnering with youth to shape and carry out monitoring provides young women and men with an opportunity to record, understand and communicate significant changes within their context. The quality of the partnership, however, is just as important as the partnership itself. UNIDO teams should foster equal partnerships that do not expect youth to carry out work that may be important to UNIDO but that is perhaps not prioritised or even desired by youth themselves. Once a commitment to partner with youth on monitoring has been made, project teams need to dedicate adequate time and resources to ensure that young women and men have the tools they need to succeed. Recent reports highlight this point and call on donors to make available sufficient resources for building youth capacity to participate in monitoring. Such support, however, should recognize that young women and men are already leading creative, cutting-edge ways of collecting data and understanding evolving contexts, and should seek to learn from and expand these existing good practices while continuing to foster innovation.

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**Step 2: Collecting data and monitoring results**

Sources of information may include dedicated data collection schemes, such as youth-driven innovations, as well as routine project management activities, such as field visit reports. These sources should provide project teams with insights into whether and how substantive change is affecting the situation of different populations of young women and men. It is recommended to set up primary, secondary and tertiary data collection systems.

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Youth mainstreaming project checklist

**Project development**
- Define youth for the purpose of the project, making sure to consider local context
- Analyse who the project intervention is targeting and their age distribution
- Take note of the number of young people involved on the beneficiary side
- Map out potential youth partners and stakeholders
- Ensure that stakeholder consultations include youth representatives and civil society organizations working with and for young people
- Consider the potential role of youth in the project intervention (beneficiaries, partners, leaders)
- Use available tools to mainstream youth (project categorization, youth analysis)
- Consider consulting youth via a youth advisory group
- When performing risk analysis, consider how the project intervention affects young women and men of different ethnic and socioeconomic status
- Allocate the budget for possible differences in the roles, contributions and needs of youth and adults through the allocation of an adequate budget to the project activities
- Include youth-specific project components, targets and indicators (get inspired by the examples provided)

**Project implementation**
- Young people make excellent data collectors
- Youth can be extremely valuable in implementing efforts (conducting interviews, taking photos and reviewing feedback from surveys)

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**Step 3**

**Reviewing and reporting results and using performance information in decision-making**

All surveys and their results must be timely recorded and reviewed. The results and understanding of the impact on youth from earlier surveys must be taken into consideration before formulating the next survey and must be discussed with the wider project team – especially the implementation team – to make any changes in the project’s design or implementation, if required. Appropriate presentations must be made on the progress the project is making on youth.
● Develop a youth action plan. It should mirror the project’s results framework and include youth-specific project components, youth-responsive targets and indicators, timelines, assigned responsibilities and implementation arrangements.

● Design a communication strategy that sensitises stakeholders on benefits of youth inclusion.

● When assembling the project team, target at least one position for a young person.

● Curate an atmosphere of mentorship and knowledge sharing for young team members to thrive.

### Project monitoring and evaluation

● Consider if the project is aligned with international frameworks – including the UN Youth Strategy 2030, UN Youth Toolkit, Guidance and Training for UN Staff for Meaningfully Engaging with Youth and national policies on youth.

● Include youth-responsive questions into the monitoring objectives and evaluation.

● Reflect on how you include youth in data collection (primary, secondary and tertiary).

● Did your survey questionnaires age-disaggregate your data?
Considering that youth is the largest underrepresented group of the world’s population, it is crucial that youth involvement is ensured in all processes, especially in the organization of events, to enable an inclusive and sustainable industrial development by 2030. Youth are directly affected and impacted by the decisions made at events and conferences and should therefore be actively involved in shaping them. Youth representatives can advocate on issues they are passionate about at the community, national, regional, continental or international level.\textsuperscript{21} Events with stronger youth participation provide an exchange platform for youth representatives to communicate new ideas and discuss current development models.

UNIDO is increasingly expanding its youth inclusion efforts in the framework of events and conferences. The climate discourse is experiencing a positive trend in youth participation, especially considering the increasing momentum of youth climate movements. This trend can be perceived in the growing number of events on the margins of intergovernmental energy forums on energy.\textsuperscript{22}

\textbf{Event organization}

This section of the guidebook is intended to support all future event organizers and coordinators to involve youth more closely and empower them with the necessary platforms and tools to be able to share their voice.

\textbf{Event run-up}

Event organizers should attempt to define youth for the purpose of the event. It is important to identify the social context-specific age brackets to help design and monitor targeted interventions. Additionally, existing national or local policies or laws must be considered, as well as historical, cultural and societal perceptions of who is youth.\textsuperscript{23}

\textsuperscript{23} United Nations Educational, Scientific and Cultural Organization for the Interagency Network on Youth Development (IANYD) (2019); Meaningfully Engaging with Youth Guidance and Training for UN Staff Endorsed by the Interagency Network on Youth Development (IANYD), 2019, p. 2.
The right of young people to have a say in the decision-making processes of events should be anchored in the modalities defined in advance. When formulating the event, it should be made clear how the recommendations of youth advocacy will be included in the outputs of the proceedings of the event. Building on the results of prior youth consultations in the run-up to the event, briefings should be targeting specifically young people. To this end, early timely communication between the organizers and the youth constituency, as well as the involvement of youth in the event design, is recommended. Bilateral communications between the organizers and individual youth representatives should be avoided in order not to create competition between the representatives.

All events should be conducted in hybrid format, if possible, as this modality has proven to be an excellent way to facilitate youth's access to events. It is important to note, however, that not all young people have equal access to online events. Accordingly, the digital divide or language barriers should be identified and resolved by the organizers and coordinators in advance.

**Selection/Criteria**

When planning events, it is important to keep in mind that youth as a community is not homogeneous—different groups and subgroups in the same life stage have different experiences due to their demographic, social and cultural characteristics. When hosting events, these characteristics should be taken into account and not experienced in isolation from one another. Understanding how they shape youth experiences also requires examining the intersections between them. When selecting individual young people as participants, panelists or speakers at events, attention should be paid to different socioeconomic statuses, ethnicity, culture, abilities and disabilities. Youth is a diverse and complex constituency.

**Representation/Inclusion**

Organizers should be clear about expectations regarding youth representation in advance and expand speaking opportunities to include more young voices. A safe and all-inclusive environment that caters for diverse youth, including Indigenous communities, should be created.

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24 SDG7 Youth Constituency and UN Major Group for Children and Youth: White Paper, p. 8.
27 SDG7 Youth Constituency and UN Major Group for Children and Youth: White Paper, p. 3.
During the event, youth should have a dedicated space to contribute and intervene in the plenary sessions. For this purpose, reserved seats should be allocated, not only to youth individuals, but also to their constituency. Event organizers should ensure that youth representatives are people whose rights need to be fulfilled, their voice heard and opinion taken into account. In past events, it has proven useful to create youth forums, where young individuals have the opportunity to participate in working groups and plenary sessions as well as in featured discussions with senior officials. For events with greater youth inclusion, the presence of top-ranking UN officials is highly valued. Accompanying measures such as fireside chats (e.g. between youth and energy sector leaders), networking and career/academic fairs have also emerged as beneficial elements.

Experience from previous youth conferences shows that participation in workshops, panels, quizzes, plenary sessions with policy-makers and virtual tours provide young people the opportunity to speak and volunteer. Involving young people in events serves both policy advocacy and capacity-building purposes. It is important not to limit the participation of young people in interactive tools, such as surveys, but to allow an open discussion and expression of opinions.

In order to streamline the outcomes of youth conferences for decision-makers, the topic of youth should not only be reduced to side events but should be integrated into main sessions.

“at least 50% of the speakers of youth-focused sessions are young people themselves”

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30 SDG7 Youth Constituency and UN Major Group for Children and Youth: White Paper, p. 2.
Overall, it should be ensured that at least 50% of the speakers of youth-focused sessions are young people themselves and that these sessions are moderated or co-moderated by youth – this is especially valid for high-level sessions. For general sessions not focused on youth, youth representation should be targeted at 30%. This can be achieved by requesting nominations of young experts from Member States, youth constituencies, stakeholders and thematic youth organizations.

### Youth speaking time - how and when?

Creating space for intergenerational dialogue that closes the divide between youth and adults is critical. While some UN agencies and international organizations have recently increased their efforts to provide a space for youth representatives to speak at various events and meetings, most cases have placed youth speaking time at the bottom of the priority agenda – for example, being placed as the last speaker that will likely lead to less speaking time being allocated, especially when previous high-level speakers overrun.

In this respect, there is a myriad of good practices to follow, including the Ministerial Forum of the UN High-level Dialogue on Energy that took place in 2021, where young people were given the floor to make opening remarks for each ministerial and non-ministerial segment, including the intergenerational dialogues. Similarly, the Conference of the Parties (COP) 26 Summit organized by the United Nations Framework Convention on Climate Change (UNFCCC) and the UK Presidency invited youth representatives to speak alongside high-level participants in various sessions. Both conferences showcased the importance of incorporating youth’s concrete suggestions in an event follow-up process.

### Event follow-up

An effective follow-up shows a thorough effort to not only hear the voices of youth but also to transform them into action. In order to ensure that youth representatives continue to participate in events in the future, youth should be actively involved in processes throughout the year, rather than only reducing their engagement to the period around the event. The final event report should also show how the outputs of youth participation contribute to the overall outputs of the event. Last but not least, it is essential to invite youth participants to the official debrief session and/or to a follow-up event. This is to ensure sustained and meaningful involvement. Organizations can benefit from building up a network to facilitate continuous and future youth engagement.

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32 SDG7 Youth Constituency and UN Major Group for Children and Youth: White Paper, p. 6, 14.
33 Recommendations from the CEFF Youth Workshop, 2022.
The integration of satisfaction surveys rewarded by an attendance certificate is a great incentive to receive genuine feedback from youth participants: the opportunity to showcase their involvement through social media or a publication is crucial for young women and men seeking experience and exposure to build their curriculum vitae while becoming positive role models for their peers.

The final evaluation should consider whether the targeted representation of youth was reached and how youth was represented throughout the event.

Guiding questions for engaging youth in events:

- Did the organizers make an effort to ensure socioeconomic, regional and gender balance in the representation of youth?

- Were special efforts made to ensure the participation of young women and men from developing countries, indigenous communities or those struggling with access to the internet?

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**Checklist for youth in events**

**Run-up**

- Define youth for the purpose of the event and consider local contexts

- Reach out to youth constituencies and stakeholders to give feedback on event design

- If possible, conduct the meetings in hybrid format. This modality facilitates youth participation

- When selecting speakers and volunteers, share the opportunities in the most equitable way, and think about gender, geographic location, Indigenous populations, economic status and disability representation

- Consider how girls are affected differently than boys and plan for targeting young women in your capacity-building efforts, training and networking events

- Encourage engaged youth to self-organize in a way that represents a diverse group of views and experiences

- Acknowledge the digital gap and aim to bridge it by ensuring access to reliable internet and hardware for example through cooperation with UNIDO Country and Regional Offices
● Go beyond English and consider translation to other common and relevant languages

● Facilitate peer-to-peer exchanges and mentoring prior to the event to build the capacity of youth participants

● Conduct a stakeholder and partner mapping and ensure that they share the same priorities in terms of youth engagement

● Consider adding fireside chats, workshops, quizzes, tours and networking fairs to your agenda

● Make an effort to integrate youth topics across the whole agenda, rather than reducing it to a side event

**During the event**

● Include youth representation in working groups and preparatory meetings

● Dedicate space and time for the intervention of youth representatives in the plenary session

● Reserve seats for both the individual and their constituency

● Ensure that youth voices are heard and taken into account by allocating appropriate speaking time

● Facilitate intergenerational dialogue by providing space where youth can discuss with senior participants

● Make sure that at least 50% of speakers in youth-focused sessions are young themselves

● Consider youth moderators or co-moderators

● Target 30% youth representation for the general sessions
**Follow-up**

- Event outputs should be translated into long-term results and a follow-up scheme. These could include case studies in multi-stakeholder or the organization’s own publications but could also be translated into a white paper.

- Youth should be actively involved in processes throughout the year rather than only reducing their engagement to the period around the event.

- The event can be supplemented by a follow-up session to further exchange with the organization team on how youth want their produced output to be processed. Youth speakers can additionally be invited to the debriefing session.

- In the final event report, showcase how the outputs of youth participation contribute to the overall outputs of the event.

- Get feedback from young people by incentivizing completion of the survey by an attendance certificate.

- Evaluate if your youth participation was diverse and representative.
Conclusion

Youth inclusion and active engagement is not only essential but serves as a catalyst to the success of UNIDO projects, initiatives and implementations.”

In conclusion, youth inclusion and active engagement is not only essential but serves as a catalyst to the success of UNIDO projects, initiatives and implementations. The young generation has unlimited potential to contribute to achieving sustainable development, green transformation and energy transition in many ways. Empowering youth to be more involved in addressing the global challenges, including those related to sustainable industrial development and climate actions, can accelerate the development of renewable energy, energy efficiency and environmentally friendly industrial practices. Youth’s innovative ideas, fresh perspectives and their skilled workforce can facilitate positive change in society and spearhead innovation.

By following the steps outlined in this guidebook, all UNIDO personnel, partners and stakeholders as well as other UN organizations can ensure that their work is more youth inclusive, and that they are better able to meet the needs of young people around the globe as well as reap the benefits of youth-led innovation and new perspectives.

The guidebook provides a number of practical steps that can be taken to make UNIDO’s work more youth-responsive. These steps include:

- Understanding diverse youth needs and measuring data
- Providing training and capacity building to UNIDO personnel on youth issues
- Consulting and working with young people throughout the project design, implementation, monitoring and evaluation process
- Creating opportunities for young people to create impact and take part in decision-making in UNIDO and partner organizations’ conferences and events
- Investing in youth-led initiatives and organizations

By taking these steps, UNIDO can help young people take better action, catalysing a new era of peace, prosperity and sustainability.
Annex I: Analysing youth issues

Youth issues are the primary difficulties faced by youth when accessing opportunities within their societies as compared to their adult counterparts.

These usually include:

- Unemployment due to lack of professional experience when entering an already limited job market
- Job inaccessibility due to lack of educational completion (due to lower age)
- Lack of financial tools to start their own business
- Lack of platforms, opportunities and funding for youth to access and lead decision-making processes related to the future of youth

To identify potential entry points and determine the most effective strategies that will promote youth representation, we must consider the following, non-exhaustive questions while performing the youth analysis:

- What is the legal status of youth in the country/region of intervention?
- What are the training and educational levels among youth and adults?
- What are commonly held beliefs, perceptions and stereotypes relating to youth?
- Do youth and adults have equal access to the sectoral labour market and are there any barriers that impede youth’s engagement in the sector?
- Do energy and industrial policies include a provision for youth inclusion and representation in the sectors?
- Are there sectoral policies supporting or causing age-based inequalities?
- What would be the impact of mainstreaming youth in the project?
- What would be the risks and consequences of not mainstreaming youth in the project?

While figuring out the answers to these questions, a youth lens must be applied to the scope of the project that addresses any youth inequalities and youth participation and welfare via the tools mentioned in this guidebook.
The young generation has **unlimited potential** to contribute to achieving sustainable development, green transformation and energy transition."