

PROJECT PLANET A “Our Planet, Our Future”

The Mission Statement of Project Planet A is “to empower young people to take community focused action and gain global understanding in order to create sustainable mindsets in the general population”.

Project Planet A empowers youth to think global and to act local with the firm belief that community actions collectively build up and have large-scale impacts. Whether it is small lifestyle changes or discussions with policymakers, every action works to develop sustainable mindsets in order to foster an atmosphere of being conscious of one’s impact on the environment. This grows not just individual impact, but collective impact.

As a youth-led organization, Project Planet A does not just focus on a select few of the youth towards becoming climate leaders, but rather empowering and inspiring all people to have sustainable mindsets and environmental involvement. We base our purpose on the idea that we have to have the knowledge to make the solutions. More specifically, as a collective population across the globe, there is a need for knowledge and understanding among everyone. Otherwise, any sustainable action taken will not be effective because it takes public support and demand to make a collective impact, recognizing that there are different levels of involvement that all contribute to an environmentally-conscience atmosphere. This is the idea of creating an all inclusive movement

Project Planet A works to inspire people to make lifestyle changes and take initiative in their community to limit their harmful effects on our planet. We hope to achieve this by educating people on environmental issues and what decisions they can make to improve these issues. By providing opportunities and resources to help the environment to individuals and communities, our goal is to preserve the Earth's environments and inhabitants. We utilize clubs to unite individuals and communities to make change.

Guiding Principles

The Four Guiding Principles of Project Planet A are:

1. Collaboration

There are billions of people around the world and it is vital to unite everyone towards a common purpose. Through collaboration, individuals can network with new people and gain global knowledge and an understanding of intersectionality.

2. Connection

A connection with the Earth is just as important as personal connections and relationships with others in an effort to obtain global understanding. A bond with the Earth works to grow and reinforce sustainable mindsets so that action can be taken effectively.

3. Community

Community projects build up to become collective movements with significant impacts and influence. Project Planet A empowers and supports youth in stepping up to create sustainable mindsets in the people and entities in their community through projects, campaigns, and conversation.

4. Creativity

Project Planet A works to empower youth to become innovative and fosters their creativity, recognizing that there are all different kinds of people in the world with different forms of creativity.

Chapter Overview

As a Planet Project A club, you will have many other clubs with the same goal to work with and so many opportunities, as well as the resources and support to make positive change for our planet. Chapters consist of *middle school and high school clubs*.

The purpose of Project Planet A chapters are **“to develop sustainable mindsets in the persons and entities of their community while forming global connections”**

Chapters around the globe work to unite individuals and communities to make positive change. It connects people around the globe for a common purpose so that people can learn more than just about their communities and issues in order to grow in knowledge and application of knowledge. All chapters are based on the same Mission Statement and Guiding Principles as stated previously

Project Planet A strongly believes in having chapters that are focused on more small-scale populations and projects because of the idea that community actions collectively build up to create large-scale impacts and influence.

Chapters can pursue many focuses, including education, volunteering, activism, fundraising, community projects, and outreach.

What They Do

Educate

“Call to Action”

Educate your members and the general population to create sustainable mindsets and inspire action.

Community Projects

“Uniting for Change”

Organize community projects that work to reduce your community's harmful environmental impact on a larger scale. These should give your members an opportunity to work together and actively be involved.

Volunteer

“Every Step Counts”

Get members engaged in your local community on a regular basis by doing community service to help improve the environment around your chapter, such as tree planting and beach cleanups.

Fundraise

“Green for Green”

Facilitate fundraisers with proceeds going to international organizations, local environmental organizations, or community projects that your chapter will be doing.

Activism, etc.

Example Projects/Events

Community Projects

- Educating elementary school classes
- Starting a compost bin at the school
- Influencing restaurants to not use plastic

Meetings

- Experiments
- Discussing environmental issues
- Bonding activities

Volunteering

- Beach and Park cleanups
- Recycling drives
- Planting trees

Key Benefits

- **Connections**
 - Work with other Project Planet A clubs, hear success stories, and build friendships with people with the same goal.
- **Opportunities**
 - Various opportunities to partake in to learn, work with others, and make change.
- **Education**
 - Organized material to share with and utilize in your community.
- **Support**
 - Utilize our resources and reach out to us to have successful projects.

CHAPTER GUIDEBOOK

The Chapter Guidebook provides a thorough guide to how to run a successful chapter, including personal experiences from other chapters, tips and tricks, and many ideas.

RESOURCES

Found on our website, the Chapter Resources provide a consistently updated hub for chapters to find ideas and thorough plans for different community projects. The resources also provide many other smaller guides, including effectively using social media, in order to be an always available source of support.

CHAPTER LIAISONS

Chapter Liaisons are Project Planet A team members that provide direct and consistent support and communication to all Chapters. They work specifically with a select few of their assigned chapters in order to give them feedback, answer any questions, and connect them to additional support.

WEBINARS

Throughout the terms, Project Planet A will hold virtual webinars exclusive to Project Planet A chapters with varying topics, including features from partnered organizations such as Green Schools Campaign or Board Training webinars. Not only do webinars provide support and ideas, but they can serve as opportunities to network with people from other chapters.

Chapter Guidelines

Becoming a Chapter

In order to become an official chapter of Project Planet A, the President of the chapter must complete the following four steps in the respective order:

1. IF APPLICABLE: get approval from your school to start a chapter
2. Have a prospective President and one or two interested people for the chapter
3. Recruit an adult advisor. Chapters must have a faculty member as a representative of the club.
4. Complete the “Start a Chapter” form as a Google Form entry or “Start a Chapter” document emailed to projectplaneta.org@gmail.com
5. Have an introductory meeting with a Project Planet A Chapter Liaison

Remaining a Chapter

In order to remain as a chapter each term, each chapter must fill out the new Board Members forms at the end of the school year which will be emailed to the President and Advisor of the chapter.

Branding

All chapters shall use the title Project Planet A - (respective school)

Ex. Project Planet A - Edison High School

Ex. Project Planet A - Shady Grove Middle School

All titles used on social media shall have the handle of @projectplaneta.(initials of corresponding school) with the exception of an unavailable username in which the handle @ppa.(respective school) shall be used.

All chapters must use the Project Planet A logo in representation of the club and organization. Your logo will be sent to you. Otherwise, coordination of obtaining a chapter specific logo must be done through the respective Chapter Liaison or projectplaneta.org@gmail.com

Members

All individuals of a chapter's respective school or community shall be allowed to be a member of the chapter while respecting a school's rules about clubs. A member must be a student of the school.

In order for a member to be eligible to vote for executive board members, they must have attended at least two meetings. Voting members have voting rights in electing executive board members.

Board Officers

Executive board members of each respective chapter will be elected at the end of every school year, respective to their community.

All members of the chapter have rights to vote for executive board members

All chapters must have a President, Vice President, Secretary, and Treasurer with the respective roles and responsibilities listed below:

- a. President
 - i. Organize and run meetings
 - ii. Plan community projects, volunteering opportunities, and bonding events
 - iii. Create an annual plan
 - iv. Represent your chapter
 - v. Be the liaison between your chapter and the organization through regular communication with the Chapter Liaison and maintaining emails
 - vi. Coordinating the elections of their following term
 - vii. Communicate and coordinate with board members for tasks
 - viii. Promote member engagement
- b. Vice President
 - i. Oversee educational part of meetings
 - ii. Ensure the chapter is properly prepared for meetings, events, and projects
 - iii. Assist the President and other board members with the planning of any meetings, events, or projects
 - iv. Ensure board communication is going well
 - v. Make sure that all board members are doing their tasks and assist where necessary
- c. Secretary

- i. Take note of important things discussed in meetings
 - ii. Keep record of meetings and events
 - iii. Keep track of member attendance at meetings, volunteering events, fundraisers, community projects, etc.
- d. Treasurer
- i. Plan fundraisers and administer the proper donation or use of funds
 - ii. Take care of chapter financials and make sure that the use of funds abides by Project Planet A guidelines
 - iii. Research and organize funding of community projects

Up to the discretion of the executive board members, they may appoint appointed board member positions to the following positions, but not limited to or required to, and with the following roles and responsibilities:

- a. Publicist
 - i. Run any social media platforms
 - ii. Create graphics for the advertisement of events
 - iii. Ensure events are properly and effectively promoted
 - iv. Take pictures at events
- b. Ambassador
 - i. Act as direct liaisons between the members to provide feedback and reflection on the operations of the chapter
 - ii. Find ways to get more people recruited and involved
 - iii. Work to help increase engagement
- c. Event Planner
 - i. Brainstorm ideas for chapter events and projects
 - ii. Coordinate the regular planning of events
 - iii. Ensure that all event planning is done ahead of time
 - iv. Ensure your chapter has consistent events

Elections

Elections shall occur approximately two months before the end of the school year in order to provide time for a proper transition.

All elections of Executive Board Members must give reasonable opportunity for candidates to communicate to the voting members and reasonable opportunity for voting members to hear

from candidates to vote. Each voting member can provide one vote per position being elected, meaning they must choose only one candidate per position being elected.

In the case of a tie, the current President shall decide.

All voting members must be given at least 10 days prior notice of elections.

The only person to know the candidates prior to the election shall be the President of the previous term. Elections must be coordinated by the President of the previous term, choosing between and recognizing the different forms of voting:

- Telephone
- Video conference
- In person
- Written consent
- *Emails will not be accepted

No campaigning shall occur. If so, the candidate will be disqualified.

Restrictions

All chapters shall abide by the Project Planet A Code of Ethics, highlighting the equal treatment and opportunity for all youth. Project Planet A chapters can not directly support political campaigns. This does not mean chapters can not discuss political campaigns or talk to political leaders. No funds shall be given to any member or board member, unless it is a reimbursement for activities related to the operations of the chapter.

Contact Information

General Inquiries → projectplaneta.org@gmail.com

Website → project-planet.com

Instagram [@project.planeta](https://www.instagram.com/project.planeta)

Facebook [@projectplaneta.ppa](https://www.facebook.com/projectplaneta.ppa)

Twitter [@projectplaneta](https://twitter.com/projectplaneta)

TikTok [@projectplaneta](https://www.tiktok.com/@projectplaneta)