



FEE CO₂ FUND

REQUEST PROCEDURE

2008



The FEE CO₂ Fund was decided upon at the FEE General Assembly 2007.

CO₂ compensation from all FEE travels in 2007 and some external contributions (around 4000€) have been entered into the FEE CO₂ Fund by 31 March 2008.

The International LEAF Coordination is in charge of administrating the CO₂ Fund of FEE (10% of the annual amount is used for administration of the Fund).

National FEE member organisations apply for funding from the CO₂ Fund on behalf of a school participating in the Eco-Schools/YRE/LEAF Programme. NGOs in countries outside the FEE network can also apply for funding on behalf of a school. The standardised application form must be used.

The participating school is in charge of planting the trees. Ahead of planting the trees, the school must obtain a written permission from the land owner for the planting the school forest and for using the forest for education purposes. The use of local tree species is strongly recommended.

The participating school is furthermore in charge of conducting environmental education activities in connection with the tree planting event. The environmental education activities must concern CO₂, climate change and/or the role of bio-energy from forests. It is always a good idea to invite local politicians, the local press, or other important persons to attend the tree planting and environmental education activity event.

Each school can as a maximum apply for trees at an amount of 300€. It is not possible to use the funding for other expenses than trees, so expenses in connection with environmental education activities cannot be included.

When the organisation applies for the funding on behalf of the school, the tree planting and environmental education activities must already have been held.

The organisation must in the application explain about the held tree-planting event and the held environmental education activities done in connection with the tree planting event.

Furthermore, the organisation must enclose the receipts for the expenses of the trees, photos (3-5 photos in a high resolution) from the event and a copy of the permission from the land owner. Any other information (article in local press or school newspaper) can furthermore be enclosed.

The organisation can contact the International LEAF Coordination for a preliminary approval regarding funding for a tree planting project by a school. The preliminary approval is valid for one month.

The International LEAF Coordination will within two months after having received the application request (and enclosed receipts and photos) refund the amount.

If the funding available in the Fund is used before the end of 2008, all national FEE member organisations will be informed and it will furthermore be published on the FEE website (www.fee-international.org).

Before 31 March 2009, the International LEAF Coordination will publish a report with information about the use of the 2008 funding in the Fund. The report will include information about the tree-planting events and held environmental education activities and the report will include photos and articles from the events. The report will furthermore include the financial statement for the use of the CO₂ Fund of FEE.