



2022 LCOY JAPAN

Guidance for LCOY Partners

[Young Professionals in Foreign Policy \(YFPF\) Tokyo](#) is pleased to announce our official United Nations endorsement to organize and host a [Local Conference of Youth \(LCOY\)](#) for Japan, leading up to COP27. Our LCOY aims to provide a platform for youth and communities of all ages to engage with experts, young changemakers, and stakeholders. After LCOY, we hope to provide transformative partnerships, knowledge-sharing, and opportunities for collective action in Japan. We hope you will join us and contribute to our LCOY's theme: **Green Japan: Co-Designing a Shared Future with Youth**. We invite you to learn more about the LCOY guiding principles that we use to ensure all activities are inclusive and youth-focused: <https://www.lcoy.earth/organise>.

YFPF Tokyo welcomes and thanks you for your interest in becoming a 2022 LCOY for Japan Partner. It is through our mutual learning and collaboration with Partners like you that we will be able to reach a wider audience of young people and showcase deeper perspectives and knowledge in service of a brighter and more sustainable future for Japan and beyond. Partnership with 2022 LCOY Japan and YFPF Tokyo is a non-financial collaboration aimed at knowledge-sharing, community development, and youth empowerment.

To find out if becoming a 2022 LCOY Partner is right for you, we invite you to look at the benefits, guidelines, and limitations for LCOY Japan Partnership listed below. If you have any questions, please do not hesitate to contact Lauren Power, Managing Director of YFPF Tokyo, (lauren.power@ypfp.org).

Benefits for Partners:

1. Inclusion of your logo on 2022 LCOY Japan promotional materials, including all banners, flyers, and public outreach associated with 2022 LCOY Japan
2. Inclusion of your logo and/or named recognition in 2022 LCOY Japan reports, calls to action, and official program
3. Exclusive feature and recognition on YFPF Tokyo's social media
4. Public engagement with YFPF Tokyo and a growing network of climate and sustainability activists, professionals, and experts throughout Japan and beyond
5. Connections with a network of communities of practice and participants
6. Optional inclusion in YFPF Tokyo's private database, from which we source speakers, leaders, and mentors for our programming and international projects
7. Invitation to apply to host an independent side-event under the auspices of YFPF Tokyo and 2022 LCOY Japan to take place during the week of October 22 - 30, 2022, either fully online or in hybrid format. Please contact us to learn more about hosting a LCOY side-event: tristan.norman@ypfp.org; lauren.power@ypfp.org.

Guidelines and Expectations for LCOY Partners:

1. After being confirmed as a 2022 LCOY Japan Partner, you will be provided with a 'Promotion Pack' of materials which will enable you to share information about our events and opportunities through your networks and social media platforms. All Partners are requested to promote 2022 LCOY Japan using the materials provided in the 'Promotion Pack'.
2. To enable YFPF Tokyo, as the 2022 LCOY Japan hosting organization and entity holding the official United Nations endorsement, to promote you, as our Partner, we ask that you provide the following information to Tristan Norman, YFPF Tokyo Programs Officer and LCOY Japan Focal Point (tristan.norman@ypfp.org) and Lauren Power, YFPF Tokyo Managing Director (lauren.power@ypfp.org) as soon as possible after being confirmed as a Partner:
 - a. Name and email of a point-of-contact (POC) to serve as the primary communication point
 - b. A full-size high resolution copy of your logo so that we can promote you as our Partner. For logo usage, see 'Benefits for Partners' #1-3.
 - c. Links to your organization's homepage and any and all links to your organization's social media accounts (e.g., LinkedIn, Facebook, Twitter, Instagram, etc.). For links usage, see 'Benefits for Partners' #1-3.
3. Remain active and responsive to communication with the LCOY Steering Committee throughout our 2022 LCOY Japan process.
4. If you wish to take a leadership role in 2022 LCOY Japan, you are invited to nominate an individual to the LCOY Steering Committee on behalf of your organization. This individual will be expected to meet the eligibility requirements and agree to the duties and expectations of the LCOY Steering Committee. Please contact Tristan Norman, YFPF Tokyo Programs Officer and LCOY Japan Focal Point (tristan.norman@ypfp.org) or Lauren Power, YFPF Tokyo Managing Director (lauren.power@ypfp.org) for more information.
5. If you wish to host an independent side-event under the auspices of YFPF Tokyo and 2022 LCOY Japan to take place during the week of October 22 - 30, 2022, either fully online or in hybrid format, please let us know as soon as possible after having your Partner status confirmed. We will send you supporting information to help you get started! Please contact Tristan Norman, YFPF Tokyo Programs Officer and LCOY Japan Focal Point (tristan.norman@ypfp.org) or Lauren Power, YFPF Tokyo Managing Director (lauren.power@ypfp.org) for more information.

Apply to Become a 2022 LCOY Japan Partner:

Please send a link to your organization's web page and brief statement of interest by email to Lauren Power, YFPF Tokyo Managing Director (lauren.power@ypfp.org). In the subject line, please include "[Your organization's name] 2022 LCOY Japan Partnership".

We look forward to hearing from you!

Limitations On Handling Of Proprietary Information:

As Partners of 2022 LCOY Japan, you are officially representing both LCOY and YFPF Tokyo, as the hosting organization and entity holding the official United Nations endorsement, and, in the course of our Partnership, you will be trusted with proprietary information. You must, at all times, respect and follow the regulations on handling this proprietary information so as to comply with the regulations of YFPF Tokyo, your fellow Partners, and the guiding principles of LCOY.

As Partners of 2022 LCOY Japan, you agree that any and all output of 2022 LCOY Japan and associated events and promotions are credited to YFPF Tokyo, as the hosting organization and entity holding the official United Nations endorsement; you acknowledge that your involvement in Japan's 2022 LCOY process is at the invitation and under the auspices of YFPF Tokyo, as the hosting organization and entity holding the official United Nations endorsement, and that affiliations with YOUNGO, COP/COY, or the United Nations are not directly granted to you in a personal and/or organizational capacity as a result of your Partnership with 2022 LCOY Japan and/or involvement in associated events and promotions, and you agree not to misrepresent your affiliations hereafter; and you agree not to steal, share, delete, misrepresent, or misuse any logos, personal or professional contact details, communications, documents, pictures, or any other proprietary information to which you gain access as a privilege of your Partnership with 2022 LCOY Japan and/or involvement in associated events and promotions except as requested in your official capacity as Partner of 2022 LCOY Japan and always in alignment with the best interests of YFPF Tokyo and 2022 LCOY Japan. By submitting your interest in and/or being accepted as an official Partner of 2022 LCOY Japan, you agree to all the above Limitations On Handling Of Proprietary Information in perpetuity.