

Summary of relevant information for new Head of NAs

Version 28.11.2022

NETWORK, BUSINESS MEETING & CO-GROUP

Network

All Youth National Agencies form a Youth NAs Network. Since 2018 the Youth NAs Network deals with two youth programmes - "Erasmus+: Youth" and the "European Solidarity Corps. The Youth NAs Network is committed to further strengthen the purposeful, quality and equal implementation of these programmes in each country, to use both programmes to its fullest potential and contribute to the implementation of the EU Youth Strategy.

Being self-organised, the Youth NAs Network is responsible to maintain and develop its own structures and working methods to ensure participation of all Youth National Agencies in its functioning and to enable the Youth NAs Network (in the following text referred only as Network) to speak with one voice.

The purpose of the network is:

- To strengthen the individual NA's in the implementation of their three roles:
 1. implementation of the programmes
 2. contribution to youth work and
 3. contribution to youth policies
- To foster the values and priorities of both programmes and exchange good practices on how the set of values and priorities can be translated in the implementation of the programmes and/or promoted by the programmes.
- To Foster the European Dimension of the Programmes;
- Broaden the impact and reach of the programmes through innovation and collaboration activities broaden the implementation and reach of the programmes in co-operation with Partner Countries
- To see opportunities and trigger development to use both programmes to their fullest potential. To voice common bottle necks and threats to the programmes to relevant stakeholders.
- To maintain and develop quality of the network and its structures. To build common understanding and practices among NAs, to support newcomers across the wider spectrum of National Agencies.

Business Meeting

The directors of the NA's/Head of NAs/Coordinators of the Youth Sectors come together two times a year during their Business Meetings (BM). The BMs take place in the country of Presidency. Normally in/around October and April. The BM is prepared and organised by the Coordination Group of the Network (Co-group).

Presidency coming years:

- Jan - Jun 2023: Sweden
- July - Dec 2023: Spain
- Jan - Jun 2024: Belgium
- July - Dec 2024: Hungary

The Co-group

The Co-group is the Coordination Group of the Network. The Co-Group is in the lead of and supports the Network, with a following purpose:

As a *community builder* – It supports building the community of practice and a coherent network that is needed to speak with one voice in quality implementation and development of the EU Youth programmes, and to plan, implement and sustain the continuous development of and cooperation in the Network.

As a *network facilitator* – It designs and coordinates network gatherings (Business Meetings) to help NA's uplift their interests, identify challenges and structure network activities that connect NA's strategically where there's common need or interest and mutual benefit. The Co-Group sets the agenda, plans the process, and invites the stakeholders, etc. It coordinates Network consultations on issues which arise.

As a *network catalyst* – the Co-Group encourages meaningful reflection and discussions, listens to capture and synthesize. It acts as a catalyst for the ideas of the Network members, gathers and translates these ideas into collective statements or coordinated action. The Co-Group generates new initiatives and makes sure to keep the attention of the Network on the updates of these developments. It brings impulses and external input into the Network - with the aim to link the different groups within the network and supporting the information flows. It seeks to balance the demand of implementing the programmes with the ambition we all share to develop them.

As a *network connector* – the Co-Group represents the network towards the Commission and other stakeholders, acting as a partner in the improvement and development of the

programmes. The Co-group seeks external insights, information and knowledge which can impact the development and implementation of the programmes. It acts as a channel on behalf of the network to the COMM (for example in communicating the BM outcomes). It influences and advocates for the network and the programmes towards the wider stakeholder group. It seeks to foster good communication between the different parts of the programme/sectors/NA's etc.

As a *network capacity builder* – the Co-Group supports needs analysis and seeks a variety of spaces and opportunities for development. It encourages and creates space for learning from each other, integrates new people in the network and support them to find their way. It keeps focus on maintenance of quality and capacity building in the network (network, structures and individuals) and initiates relevant discussions on solutions for bridging the gaps. It facilitates coherent implementation of the three roles of the NAs.

Being a part of the Co-Group is completely voluntary, any Head of Youth NA may join the Co-Group and will be welcomed. Members do not always need to be a Head of Youth NA, they should however have a decision-making role in the Youth NA.

The composition of the Co-Group should seek to foster the diversity of the network to be represented as best as it can. NA's from the presidency countries (incoming, current and outgoing) have a specific focus and role on the presidency issues and the BM. They are members of the Co-Group for a period of 18 months: 6 months before, during and after their Presidency.

See for a more elaborate description of the purpose and tasks of the Co-group the document "Strategy and workplan of the Network of Youth NA's".

Co-group members

Current participants of the co-group (this list is regularly updated depending on the presidencies):

- Manfred von Hebel, Germany
- Koen Lambert, Belgium Flanders
- Janez Skulj, Slovenia
- Reet Kost, Estonia
- Gerhard Mosshammer, Austria
- Lorraine Gilligan, Ireland
- Jojanneke de Waal, The Netherlands
- Luis Alves, Portugal
- Mathieu Roumegous, France
- David Lafuente Durán, Spain
- Simon Presser, Czech Republic

- Johan Lycke, Sweden
- Uroš Skrinar, Slovenia
- Margret Zeiner, Belgium German speaking community

E-mail address

co-group@salto-youth.net

Relevant documents

- Overview of the Network (Coggle)
- [History of the Network](#)
- [Strategy of the Network](#)
- [Network Work Plan](#)
- [BM website last BM \(with many relevant documents\)](#)
- Report last BM, Executive Summary and - when existing - other relevant documents from last BM
- [List of Directors of all NAs](#) (direct download)

KMST

The Knowledge Management and Staff Training Working Group (KMST WG) is responsible for staff training and knowledge building of staff of National Agencies in the field of youth to strategically use the Erasmus+: Youth and the European Solidarity Corps programmes in reaching European and national youth policy objectives in a cohesive and consistent way.

The KMST WG is composed of members from NAs, SALTO Training & Cooperation Resource Centre (SALTO T&C RC) and a liaison from the European Commission DG EAC. To be a member of the KMST WG, the person mandated by the respective NA should preferably be in charge of the staff training strategy in his/her NA and/or be sufficiently supported as to fully participate in the working group meetings and contribute to the development of the KMST.

Staff Training Calendar

The KMST WG is responsible for development of the Staff Training Calendar. The Staff Training Calendar is determined by the BM. Objective is to organise the following training:

- Staff Training for each KA/ESC every 18 months
- Staff Training for each Priority every 24 months

- Staff Training for other target groups: ca. every year (see strategy)

Calendar

The KMST groups publishes the last version of the Staff training [Calendar](#) on [the KMST page](#) of the SALTO website. You need to create a My SALTO account to enter this [site](#). To do so, please register using this link (the registration process is very easy): <https://www.salto-youth.net/mysalto/signup/>

Competence Framework

The main purpose of the [KMST competence framework](#) is to strengthen the competence-based approach in staff development activities. Such an approach should allow for the greater developmental impact of staff training and knowledge management opportunities.

The KMST WG developed the framework on the basis of the actual experiences of the National Agency officers and how they recognise quality performance (Oct '20 - Apr '21).

The Competence Framework will be used for KMST staff training. In addition, NAs can use the framework for internal staff development. Additional guidelines are being developed. We will inform the BM as soon as these documents are ready.

Other projects

Other projects the KMST WG is currently working on:

- Development of Job Shadowing overview
- Development of guidelines and quality criteria for the organisation of Staff Training (for prep-teams)

Current members of the KMST WG

- Gisele Evrard Markovic, SALTO T&C
- Anna Pavlovyh, Poland
- Tinkara Bizjak, Slovenia
- Joseph Schembri, Malta
- Marvic-Ann Debono, Malta
- Simona Musteata, Romania
- Jojanneke de Waal, The Netherlands; Link to Co-group
- Emma Hansson, Sweden; only on job shadowing

E-mail address: kmst@salto-youth.net

Relevant documents

- KMST Strategy
- [KMST Calendar](#)
- Overview of job-shadowing needs and offer (not yet ready)
- [Competence framework](#)
- KMST space in TCA/NET Cooperation Platform (not yet ready)

RELEVANT STRATEGIES

SALTOS

SALTO-YOUTH Resource Centres (hereafter 'SALTOS') are additional functions entrusted to designated National Agencies of Erasmus+ in the field of youth and the European Solidarity Corps. They consist of teams that support all National Agencies, the Commission and stakeholders involved in the development and quality implementation of activities, projects and strategies in the youth field. SALTOS work on behalf of the European Commission, Directorate-General for Education, Youth, Sports and Culture. The mission of the SALTOS is to improve the quality and impact of the European Solidarity Corps and the Erasmus+ projects in the field of youth.

To that end, they are supporting the entire network of NAs, the European Commission, and partners involved in ensuring quality, recognition of youth work, fostering participation, through non-formal and informal learning of young people in the European Union and neighbouring partner countries. More specifically, SALTOS act as evidence-based knowledge hubs and impartial brokers based on their expertise and experience with programme management in their respective fields to contribute to the links and synergies between the European Union's youth policy and programmes. SALTOS build connections with other policies of the European Union, relevant to youth work in their respective fields of actions (i.e. neighbourhood policy) or in case of transversality.

Currently the SALTO network consists of eleven Resource Centres that support the implementation of the youth chapter in Erasmus+ and European Solidarity Corps and are entrusted by the Commission to following National Agencies:

- General starting site of the 7 SALTO-YOUTH (so far): [SALTO-YOUTH website](#)
- [SALTO Training and Cooperation](#) (Youth - Germany)
- [SALTO Inclusion and Diversity](#) (Youth - Belgium Flanders)

- [SALTO Participation and Information](#) (Youth - Estonia)
- SALTO Green (All sectors - France 2022; not yet available)
- SALTO Digital (All sectors - Finland 2022; not yet available)
- [SALTO Resource Center European Solidarity Corps](#) (Austria)
- [SALTO Eastern Europe and Caucasus](#) (Youth - Poland)
- [SALTO EuroMed](#) (Youth - France)
- [SALTO South East Europe](#) (Youth Slovenia)
- [SALTO Education and Training](#) (TCA Education- Hungary)
- SALTO Inclusion and Diversity (Education - Croatia)

Links to Relevant Strategy Documents

- [Inclusion and Diversity Strategy 2021-2027](#)
- [Youthpass \(website\)](#)
- [Youth Pass Strategy](#)
- [Youth Participation Strategy](#)
- [European Training Strategy \(ETS\)](#)

Link to relevant European Strategies

- [European Youth Strategy](#)
- [Youth Goals](#)

Links to European Youth Work Agenda related documents

- [Declaration of 3rd EYWC](#)
- [Factsheet on the Declaration](#)
- [The Bonn Process: European Youth Work Agenda](#)

TCA, NET & SNACs

TCA/NET WG

The TCA/NET WG is represented in the European Training Strategy (ETS) Steering Group and contributes to the developments of the [ETS](#). The TCA/NET WG:

- Represents the TCA and NET network's perspectives and needs in policy development, communication with different stakeholders (such as Heads of NAs, Co-group, KMST, SALTO E&T, COM) and other strategic processes
- Supports TCA and NET officers by planning and providing a TCA and NET meeting and staff training cycle, based on the needs of the network. This cycle includes formal and informal meetings, both online and residential.

- Coordinates tool developments and continuously updates existing resources to improve the quality in the management of TCA and NET activities (e.g. the coming Co-operation Platform needs testing and leads to a revision of the TCA and NET Almanac)
- Promotes the values and results of TCA and NET activities
- Shares their experience and provides information by e-mail to newcomers and others who need support in their role as TCA and NET officers

You can access the full [list of objectives](#) of the group, with a My SALTO account (see procedure how to register [here](#)).

Links to the [TCA/NET WG](#) and to the list of [TCA/NET officers](#) (only accessible with a My SALTO login)

Current members of the TCA/NET WG

- Gry Nesse – NA NO,
- Handan Boyar – NA TR,
- Inez Adriaensen – NA BEFL,
- Paavo Pyykkönen – NA FI,
- Rita Bergstein – NA DE,
- Theodor Háva Libor - NA CZ,
- Barbara Eglitis – SALTO ESC,
- Graziana Lucarelli, NA FR
- Alicia Nuñez Palomar, NA ES
- Gisele Evrard Markovic – SALTO T&C.

The Cooperation Platform

The development of the TCA/NET Cooperation Platform was agreed upon by the Network in 2021, as a response to the need to ensure synergies between tools and online spaces (SALTO-YOUTH, EplusLink, website/storage for BM) and their core functions, and to face the end of YouthNet as communication space for NAs not replaced as such. The platform also emerged to deal with the limitations of the current Planning Board for NAs and to address the need for a single and central tailored tool that can connect with others and support NAs in their planning, implementing and reporting processes (including the financial dimension).

The purpose of the Cooperation Platform is to:

- Allow a thorough and more strategic planning and implementation of TCA/NET (incl. SNACs and other LTAs)

- Support the whole life cycle of a TCA/NET project
- Provide a better overview of planned and implemented activities (clustering)
- Document the projects and have a more strategic and liable place for all partners
- Have the possibility to extract and upload information and templates
- Support the management of follow-up activities and of participants
- Support a better budget monitoring
- Offer a space for the Business Meeting to store their documentation
- Offer a space for KMST staff training planning (in the same line as TCA/NET projects)

The beta version of the cooperation platform is planned end of 2022 – the full launch is planned for Spring 2023.

SNACS

SNACs (the Strategic National Agencies Cooperation projects) are implemented as part of Training and Cooperation Activities under Erasmus+ (TCA) or Networking Activities under the European Solidarity Corps (NET).

The [monitoring report](#) of five (network) strategic cooperation projects and partnerships that the network implemented during the former programme (2014-2020), showed the added value of long term network projects. Therefore the network aimed [to continue](#) long term network projects during the new programme period (2021-2027).

Strategic cooperation, under TCA and NET - inspired by the policy context created by the framework of the EU Youth Strategy and the EU Youth Programmes - is a unique opportunity for National Agencies to play their part in supporting policy implementation and youth work development. As a result of the co-creation, there are now overall 15 SNAC's in progress.

Relevant documents

- See [this document](#) for an overview of the SNACs.
- [Monitoring report of strategic cooperation projects and partnerships \(2019\)](#)
- [Profile of Strategic Cooperation in the network 2021-2027](#)
- [Powerpoint: An introduction to SNACS 2021 - 2027 \(2020\)](#)
- [SNACs: state of Play](#)

RAY

The RAY Network – Research-based Analysis and Monitoring of European Youth Programmes – is the open and self-governed European research network of the Network of Erasmus+ Youth NAs. The RAY Network (then called ‘Research-based Analysis of Erasmus+ Youth in Action’) was founded in 2008, starting with one research project, the Monitoring Surveys of Erasmus+ Youth in Action, in 2009. Since then, the network has grown and currently involves 33 RAY partners in 32 countries. In 2019 it has officially changed its name to ‘Research-based Analysis of European Youth Programmes’, involving now also research related to the European Solidarity Corps.

The main objectives are:

- To contribute to quality assurance and quality development in the implementation of the European Youth Programmes.
- To contribute to evidence-based and research-informed youth policy development in the youth field in Europe.
- To contribute to the recognition of non-formal education and learning in the youth field, in particular to a better understanding in the context of international youth work and learning mobility.
- To promote dialogue between research, policy and practice in the youth field.

Link to relevant websites

- [RAY website](#)
- [Overview](#) of current RAY Research Projects

The RAY Team

The RAY Network is coordinated by the [RAY Network Coordination](#) (since 2021 at the Finnish National Agency for Education; from 2008-2020 at IZ, the Austrian National Agency for Erasmus+ Youth in Action & European Solidarity Corps) and the [RAY Research Team](#) (Youth Policy Labs (YPL) in collaboration with Generation and Educational Science Institute (Genesis); formerly University of Innsbruck).

The RAY Network Coordination & the RAY Research Team and other, by the network appointed RAY partners (National Agency together with research partner), form the RAY Strategy Group, which acts as an advisory committee of the network.

Research at transnational level is implemented by the transnational research team, which is jointly managed by Youth Policy Labs (YPL) in Berlin and the Generation and Educational Science Institute (Genesis) in Vienna.

E-mail address

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Project manager (The Finnish National Agency for Education – EDUFI,
Internationalisation Services for Youth, Culture, Sport)

COM

COM/DG EAC

The Directorate General for Education and Culture (DG EAC) is the branch of the European Union responsible for policy on education, culture, youth, languages, and sport. The Erasmus + programme, which aims to improve education and training in Europe, is one of the three programmes which are managed by DG EAC.

While DG EAC handles the overall management of the programme, the Education, Audiovisual, and Culture Executive Agency (EACEA) is in charge of managing the "centralised" elements of the Erasmus+ programme.

Erasmus+ and ESC Portal

The Erasmus+ and ESC page is a one stop [portal](#) developed by COM that provides both staff members and beneficiaries entrance to all Commission's tools. You can login with the login information provided by COM.

For Head of NAs the following information might be interesting:

- Resources: NA Connect Wiki: this is thé formal basic space where the Commission publishes all formal and relevant information (the place to follow as a Head of NA)
 - Programme documentation (legal and guidance documentation).
 - Programme documentation/Consultative Working groups: overview of working groups of COM
 - Who is who: overview of Commission
- National Agencies: here you can find information with respect to:
 - Your Contribution Agreement (contract with COM);
 - Work Programme
 - Open Observations (conclusions from Yearly Report)
- Dashboards: several monitoring dashboards for both E+ and ESC

- Applications: here you can follow the state of affairs with respect to the amount of applications in a certain deadline round;

List of other relevant tools

- To be updated when necessary.

BUDDY FROM CO-GROUP

There is the possibility to have a buddy from the co-group which you can call for contact if appreciated. Please contact the co-group if you would like to have buddy (see emailaddress above) and someone in the co-group will come back to you.

LIST OF ABBREVIATIONS

BM: Business Meeting

CO-group: Coordination Group

COM: European Commission/DG EAC

DEU: DiscoverEU

DG EAC: The Directorate General for Education and Culture

E+: Erasmus+

ESC: European Solidarity Corps

ETS: European Training Strategy

KMST: Knowledge Management and Staff Training

LTAs: Long Term Activities (within TCA/NET)

NA: National Agency

NET: Networking Activities

RAY: Research-based Analysis of European Youth Programmes

RC: Resource Center (the SALTO for the European Solidarity Corps)

SALTO: Support, Advanced Learning and Training Opportunities Youth Resource Centres

SNAC: Strategic National Agencies Cooperation projects

TCA: Transnational Cooperation Activities

WG: Working Group