

Word version of the questionnaire on the Planning and Management of TCA/NET

Version for consultation with colleagues before filling in the Typeform:

<https://saltotcrc.typeform.com/to/CLXAHWHL>

Deadline to submit the Typeform: 16 April 2023

The planning process of TCA and NET

1) On what basis does the NA plan TCA/NET WP?

(Multiple answers possible)

- Youth research (national or international)
- Needs from youth work field in our country
- Needs communicated from E+/ESC applicants and beneficiaries
- National Youth and Youth Work Strategy
- European Youth and Youth Work Strategies
- Expectations/feedback from COM
- Expectations/feedback from National Authorities
- Cooperation plans with other NAs
- Common strategy for the LTAs/SNACs we are involved in
- Feedback from action officers and other staff in our NA
- Other (please explain):

2) How does the NA plan the TCA/NET work plan?

- The TCA/NET officer(s) plan(s) it independently
- The TCA/NET officer(s) plan(s) it in consultation with other colleagues in the NA
- The whole NA plans it together
- The Head of NA writes the TCA/NET plan as part of the WP
- We don't plan TCA/NET activities
- Other (please explain):

3) Once you have initiated the ideation process for TCA/NET activities, how does the NA plan/approach the international cooperation (with (an)other NA(s))?

(Multiple answers possible)

- We share this on the Planning Board/Cooperation Platform
- We cooperate only with a certain group of NAs

- We integrate the activity and the cooperation around it into the SNAC's partnership
 - Other (please specify):
- 4) If you would split 100% of your budget, how would it look like with regard to:
(just indicate your estimated %)
- To get new applicants for E+ and ESC
 - To support the quality of E+ and ESC projects
 - To support the quality development of youth work
 - To support youth policy development on a national level
 - To support youth policy development on a European level
 - To support the creation of networks (community, alumni, post placement, etc.)
 - Other (please explain):
- 5) Looking at SNACs and LTAs:
- How many LTAs/SNACs does your NA coordinate?
 - How many /SNACs does your NA participate in?
 - How does your NA organise the management of the LTAs/SNACs (e.g. in the hands of TCA/NET officers, several colleagues working together, cooperation with externals, etc.)
 - Any other dimensions or elements you see important to share?
- 6) What are the biggest challenges in planning and implementing TCA/NET activities?
Please describe as concretely as possible

Management and administration of TCA/NET

- 1) How big share of your NAs allocated TCA budget for 2022* do you expect to spend?
- * Budget period 1.1.2022 - 31.12.2023
- Nothing
 - 1 - 25%
 - 26 - 50%
 - 51 - 75%
 - 76 - 99%
 - All of it

2) How big share of your NAs allocated NET budget for 2022* do you expect to spend?

* Budget period 1.1.2022 - 31.12.2023

- Nothing
- 1 - 25%
- 26 - 50%
- 51 - 75%
- 76 - 99%
- All of it
- N/A

3) Try to estimate the percentage of your TCA budget (including LTAs/SNACs) spent on

(just an estimation – no need for detailed calculations)

- Hosting:
- Sending:
- Co-funding:
- National:

4) Try to estimate the percentage of your TCA budget spent on SNACs/LTAs vs single activities

(just an estimation – no need for detailed calculations)

- SNACs/LTAs:
- Single activities:

5) Try to estimate the percentage of your NET budget (including LTAs/SNACs) spent on

(If your NA does not have NET activities, please skip this question - just an estimation – no need for detailed calculations)

- Hosting:
- Sending:
- Co-funding:
- National:

6) Try to estimate the percentage of your NET budget spent on SNACs/LTAs vs single activities

(If your NA does not have NET activities, please skip this question - (just an estimation – no need for detailed calculations)

- SNACs/LTAs:
- Single activities:

7) How many full-time employed NA staff (equivalent) work on planning, implementing and monitoring of the TCA activities (hence, including LTAs/SNACs) in your NA?

8) How many full-time employed NA staff (equivalent) work on planning, implementing and monitoring the NET activities (hence, including LTAs/SNACs) in your NA?

(If your NA does not have NET activities, please skip this question)

9) Do you combine or separate the role of TCA and NET officer(s) in your NA?

- Two separate roles
- Combined roles

10) What are the tasks of TCA officer(s) in your NA?

(Multiple answers possible)

- We don't have a dedicated TCA Officer
- Creating our TCA strategy
- Planning TCA activities
- Implementing TCA activities
- Evaluating/monitoring TCA Activities
- Managing the TCA budget
- Coordinating the TCA activities implemented by other members of the NA
- Outsourcing tasks and activities to external
- Participating in SNACs' steering group(s)
- Coordinating activities implemented in the SNACs framework
- Transnational coordinator of a SNAC
- Coordinating our pool of trainers
- Selecting/sending participants to other NAs activities
- Participating in international preparation teams
- Other (please specify):

11) What are the tasks of NET officer(s) in your NA? (multiple answers possible)

(If your NA does not have NET activities, please skip this question)

- We don't have a dedicated NET Officer
- Creating our NET strategy
- Planning NET activities
- Implementing NET activities
- Evaluating/monitoring NET Activities
- Managing the NET budget
- Coordinating the NET activities implemented by other members of the NA

- Outsourcing tasks and activities to external
- Participating in SNACs' steering group(s)
- Coordinating activities implemented in the SNACs framework
- Transnational coordinator of a SNAC
- Coordinating our pool of trainers
- Selecting/sending participants to other NAs activities
- Participating in international preparation teams
- Other (please specify):

12) Does your NA work with external project managers/coordinators to implement TCA/NET activities?

- Yes, for all our activities
- Yes, for most of our activities
- Yes, but only for some activities
- No

13) If yes, to whom in general, how do you coordinate and what are the challenges?

14) Does your NA outsource TCA/NET activities?

- Yes, for all our activities
- Yes, for most of our activities
- Yes, but only for some activities
- No

15) If yes, to whom in general, how do you coordinate and what are the challenges?

16) Do you outsource logistical tasks?

- Yes, for all our activities
- Yes, for most of our activities
- Yes, but only for some activities
- No

17) If yes: to whom and what are the challenges?

18) What kind of support could Heads of NAs need when planning your TCA/NET WPs?

19) Any other subjects not mentioned above related to your answers on the Management and administration of TCA/NET?

Thank you for explaining/describing