

## TLN Mobility – First meeting of the Working Group “Eligibility” on 12 April 2013

Meeting venue: Mans Business Center by Fundación Paideia  
Polígono de Pocomaco, Parcela D-22, A Coruña

### Minutes

#### Item I: Welcoming by chair and host

*Stefan Höhn, Federal Ministry of Labour & Social Affairs, Germany*  
*Guillermo Vergara, Fundación Paideia*

The meeting was opened by Stefan Höhn with a warm welcome of all WG members. He thanked Fundación Paideia for the support in preparing and hosting the meeting. Subsequently, Guillermo Vergara, representative of Fundación Paideia, also welcomed all participants to A Coruña and gave a short overview on the meeting venue, the Mans Business Center.

#### Item II: Round of introductions

In an introduction round all participants were asked to provide information on the following topics:

- Name
- Organisation
- Role (in the Network)
- Mobility experience

#### Item III: Introduction to objectives and work programme of TLN Mobility

*Susanne Strehle, Federal Ministry of Labour & Social Affairs, Germany*

Susanne Strehle gave a brief summary of the Network objectives and the work programme. She referred to lead responsibilities for individual tasks as well as the initial timetable of TLN Mobility for 2013 and 2014.



Related Document: *Annex1\_ItemIII\_Presentation\_TLNMobility.pdf*

#### **Item IV: Presentation of concept and methods of external evaluation**

*Dr. Bernhard Boockmann and Hans Verbeeck, IAW*

Bernhard Boockmann and Hans Verbeeck introduced task, team, methods and organisation of the external evaluation of TLN Mobility.



Related document: *Annex2\_ItemIV\_Presentation\_evaluation.pdf*



**TO DO: All participants fill in the evaluation questionnaire (send by the evaluation team after the WG meeting) and send it back.**

#### **Item V: Introduction to objectives, work programme and concept of Working Group “Eligibility”**

*Stefan Höhn, Federal Ministry of Labour & Social Affairs, Germany*  
*Dr. Sören Kristensen, Techne*

Stefan Höhn gave a summary of the objectives under Task B “Eligibility” and the key questions to be tackled. He presented the partners working together and the approach and the planned output of the work.

Sören Kristensen in his input outlined some important issues that needed to be clarified further in relation to the questions concerning eligibility and costs. These were concerned with the *nature of the target group*, the *definition of quality criteria*, and the *desired impact of the programme*. Also, he brought up the issue of *administrative ease versus control*, i.e. the pros and cons of using simplified methods of budgeting and project accounts, like lump sums and standard units of costs.



Related documents: *Annex3\_ItemV\_Presentation\_TaskB.pdf*  
*Annex4\_ItemV\_Input\_Kristensen.pdf*

#### **Item VI: Report on results of assessment of questionnaires**

*Stefan Höhn, Federal Ministry of Labour & Social Affairs Germany*  
*Dr. Sören Kristensen, Techne*

Stefan Höhn gave a summary of the first results of the analyzed questionnaires that have been answered by the Network partners. He presented first findings with regard to:

- Type of eligible costs
- Use of lump sums

- Split of costs between partners

Subsequently eligibility rules (concerning the type of eligible costs, the use of lump sums and the split between partners) of the LdV-programme (by Sören Kristensen) and the IdA-programme (by Stefan Höhn) were introduced.



Related document: *Annex5\_ItemVI\_Analysis\_Questionnaires.pdf*

### **Item VII: Discussion on key questions**

The participants were split up in two sub-groups (A. Thumb and B. Forefinger) to discuss the first three key questions to be tackled in the WG, namely:

1. Which are specific expenses of transnational mobility measures (for disadvantaged youth and young adults) such as costs for travelling, accommodation, translation, foreign language courses, child care, insurances, accompanying staff? And which of them should be eligible?
2. How are expenses of transnational mobility measures split between the transnational partners working together? Whether and under which conditions is expenditure of foreign partners eligible?
3. Which use can be made of new simplified cost options (lump sums or standard cost units) If new simplified cost options are used, which expenses are included in the lump sums or standard cost units?

After the discussion the two sub-groups presented the outcomes of their efforts in a plenary session. The main outcomes were as follows:

*Ad key question 1:* There was a general agreement that it was not possible to make an exhaustive list of all the costs related to the activities due to the many permutations of the target group. Therefore funding arrangements need to be flexible to allow for different types of costs. It should be possible to apply for extra grants for particularly disadvantaged groups, e.g. where it is necessary to send an accompanying person from the sending to the host country, or where particularly intensive preparation is needed. This possibility currently exists in the LdV-programme. Indirect costs (e.g. for administration) should be capped – e.g. to max. 7% of the total sum as in the LdV- and the IdA-programme.

*Ad key question 2:* There was a general consensus that the principle of territoriality of effects should apply – i.e. that the sending country, which will receive the benefits of the intervention when participants return with increased employability – in principle should carry all the costs

of the project, e.g. also for mentoring or accompaniment carried out by staff from the hosting country. This means that these need to be agreed in advance, e.g. by using standard cost units.

*Ad key question 3:* Both working groups advocated the use of lump sums to facilitate administration, planning and implementation. However, it was argued that “on-size-fits-all” was not feasible given the variation in the target group, and that – in analogy with the LdV-programme – special funds should be earmarked for projects working with particularly difficult target groups. This could be e.g. in the shape of an additional lump sum for various activities, e.g. (and again in analogy with the LdV-programme) particularly demanding preparation activities or accompanying staff. The new regulations for the coming generation of ESF-activities will facilitate the use of lump sums, but in some cases national or regional regulations may pose difficulties. It is therefore necessary that all partners check whether there is anything in their national/regional context which prevents them from working with lump sums or which in other ways presents problems with regard to the implementation of transnational mobility activities.



**TO DO: All participants to check on compatibility of current rules, regulations and procedures in national or regional ESF administration with transnational mobility activities funded through lump sum arrangements**

#### **Item VIII: Summary - Next steps**

*Stefan Höhn, Federal Ministry of Labour & Social Affairs Germany*

With a point of departure in the discussions at the first meeting of the Working Group “Eligibility”, the answers from the Member States and regions to the questionnaire sent out, and research of funding arrangements in other mobility schemes, an option paper will be produced that outlines the background for the eligibility question as well as a model of how such arrangements could work in the context of the ESF cooperation. This paper will also describe possible options. The paper will be distributed to the partners by the second half of May, and on the basis of the reactions to this, a version for the Network meeting in Rome will be produced and distributed before the meeting as a guideline for discussions here.

The next WG meeting will take place on 26 September 2013 in Trento.



Related document: *Annex6\_ItemVIII\_Next\_steps.pdf*

## Item IX: Any other business

*Stefan Höhn, Federal Ministry of Labour & Social Affairs Germany*

- Relevant documents of the WG will be collected and available for download in the internal part of the TLN Mobility Website. After completion of the internal part WG members will receive access details.
- A mailing list of the WG will be send out with the minutes of the WG meeting.

Stefan Höhn concluded the meeting by thanking everyone for their valuable contributions and especially Fundación Paideia for the excellent preparatory work, organisation and hosting of the WG meeting.

## Participants



Related document: *Annex7\_List\_participants\_LaCoruna\_130412.pdf*

26 April 2013

Stefan Höhn, Federal Ministry of Labour & Social Affairs, Germany  
Sören Kristensen, Techne

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