



JA NFP4Health

Report on the EU4Health Technical/Soft Skills
Mod. 1 Workshop's Outcomes

May 2023



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In the framework of the **JA NFP4Health “Capacity Building for National Focal Points” Work Package 6**, the EU4Health Training Technical/Soft Skills Module 1 has been implemented throughout the four itinerant editions in Europe:

- 1st Edition in Rome, 10th/11th October
- 2nd Edition in Vienna, 20th/21st November
- 3rd Edition in Bruxelles, 26th/27th January
- 4th Edition in Prague, 30th/31st March

The present report is aiming at providing an overview of the workshop’s results, being specifically targeting the EU4Health NFPs in order to analyse the outcomes and define the key elements of the EU4Health NFP role.

Specifically, the two workshops have been developed in order to define the NFP Identikit (Workshop n. 1) and the NFP Organisation Model (Workshop n.2). They had been replicated throughout the four editions and the balance of group division (approximately 3 groups for each edition) had been well ensured through a first interview/presentation of participants, understanding their role, background, years of experience in the field, etc.

The participation of different NFPs is summarised below:

| EDITION | LOCATION | DATE | PARTICIPATION |
|--------------|------------------|------------------|--|
| ED. 1 | ROME | 10-11 OCT | <ol style="list-style-type: none"> 1. Italy 2. Latvia 3. Norway 4. Slovakia (online) |
| ED.2 | VIENNA | 21-22 NOV | <ol style="list-style-type: none"> 1. Austria 2. Serbia 3. Spain 4. Poland |
| ED.3 | BRUXELLES | 26-27 JAN | <ol style="list-style-type: none"> 1. Sweden 2. Iceland 3. Lithuania 4. Croatia 5. France (online) 6. Ireland 7. Denmark 8. Greece 9. Ukraine |



| EDITION | LOCATION | DATE | PARTICIPATION |
|---------|----------|-----------|--|
| ED. 4 | PRAGUE | 30-31 MAR | <ol style="list-style-type: none"> 1. Czech Republic 2. France 3. Lithuania 4. Malta 5. Germany 6. Netherlands 7. Slovenia 8. Greece 9. Ukraine |

In black: JA NFP4Health Beneficiaries Partners, In red: Associated Partners

With regard to the methodology, the activity was divided into frontal training presentations about the skills, roles and responsibilities required for the NFP (Workshop n. 1) and the working areas (stakeholders/ecosystems, objectives, actions, and synergies) for the NFP organisation.

In order to conclude the tasks, Participants worked in working group and, finally, a plenary session was included so that feedback and results were collected. Specifically, the collection of the results is described in detail in the next sessions.

WORKSHOP N. 1 - NFP IDENTIKIT

Through the appointment of the National Focal Points, Member States have been supporting the implementation of the Health Programme, thus enhancing an increased participation at national level.

Profile required to deliver the following activities in charge of NFPs:

- Provide professional support services for national applicants
- Promote HP through the dissemination of its results and impact
- Sharing knowledge and good practices among MS and within their national health community
- Support the Commission’s implementing services in monitoring the implementation of the actions under the HP
- Submit available information on the implementation and impact of the Programme to national bodies
- Contribute to the implementation of the Programme through regular cooperation with the Commission’s implementing services





CANDIDATE PERSONA

PROFILE

| | |
|----------------------|----------------------------------|
| Common Job Titles | National Focal Point team member |
| Experience & Degrees | |

JOB SKILLS

| JOB SKILLS | | ROLE AND RESPONSABILITIES | |
|------------------------|--|---------------------------|--|
| TECHNICAL SKILLS | | ROLE | |
| SOFT SKILLS | | RESPONSABILITIES | |
| "Nice to Haves" in Job | | DUTIES | |

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| EXPERIENCE AND DEGREES | <p>From the work of the various workshops, it emerged the need to define the teamwork concept. Specifically, the need of a team of multidisciplinary experience was highlighted: number of people, years of experience, Political, Medical, Communication, Legal, Social Sciences, Scientific/Research Background, and specific knowledge in the health field (public health profiles)</p> <p>The team approach could help in the different activities, like: Project Management, EU system, International Experience, Experience in Health, Public Law (EU), Synergies creator, Political Sciences, Sociological Sciences, Medical/Health, International Studies, Economic and Financial Management</p> |
| TECHNICAL SKILLS | <p>Most of the workshops recognized different technical skills starting from a solid knowledge of health system (regional, national, work program) together with project Management and Financing Legal skills (EU laws and policies).</p> <p>Very important were also the analytical and communication skills (for communication, events organization).</p> <p>Moreover, it was highlighted the need of language skills (also technical) / language literacy IT skills, for dissemination and for using the Funding&Tenders portal, Website contents' creator and the social Media management</p> |
| SOFT SKILLS | <p>From the soft skills point of view, the workshops highlighted the importance of having some characteristics, specifically:</p> <ul style="list-style-type: none"> ○ Communication: Networking, Stakeholders engagement, search skills to find information, "Translation" skills (able to translate docs and transfer info to different targets and language), Negotiation ○ Organizational: Capacity of guiding stakeholders, Analytical, Communication, Interpretation, Organization and Time Management, Networking, Relationships builder, Strategic thinkers, Coaching, Negotiation. ○ Transparency: Neutral approach, Being diplomatic |



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|--------------------------------|--|
| | <p>Nature: Curious, Updated, Results Oriented, Flexible, Resilient, Communicative, Easy comprehensive, Pragmatic, Capacity of engage policy makers, Capacity of teamworking, Leadership, training skills, Listening, good connections, ability to attract people and be an influencer, Supportive, Proactive</p> |
| <p>NICE TO HAVE</p> | <p>In the discussions within the workshops some characteristics emerged which would be useful (nice to have):</p> <ul style="list-style-type: none"> ○ Legal background ○ Having participated in EU projects ○ Match makers (calls + interest) ○ Able to think, understand and act quickly <p>Enthusiasm and Positivity</p> |
| <p>RESPONSABILITIES</p> | <p>The discussion on the role and responsibilities of the NFP was very fruitful and some interesting aspects emerged which are listed below:</p> <ul style="list-style-type: none"> - The Role of NFP is different in the Countries (depending on roles, duties, responsibilities) - Transfer of information and synergies, Communication and Dissemination - To train the stakeholders - Managing/Organization events - Relations with stakeholders - Increase the applications - Support the Implementation of EU4Health and National priorities - Build a network and Share info in both directions - Remember that a NFP person is not a NFP only <p>Cooperate with other NFPs to learn</p> |

WORKSHOP N. 2 - ORGANISATION MODEL OF NFPs

During the Workshop n. 2, all participants (NFPs from different Countries with different levels of experience/knowledge) had been working together in groups to define the NFP organisation model. The aim was to understand how to increase the capacity of National Focal Points (NFPs) to provide guidance, information, and assistance to national applicants on the implementation EU4Health and possible support for health-related actions under other EU funding instruments. The expected results of NFPs organisation had been shared and discussed in groups, as follows:

- A minimum common standard defining the role of National Focal Point.
- Successful implementation of the EU4Health Programme at national level.
- Set shared long-term goals and sustainable strategy.
- A structured synergy among NFPs.
- Increased sustainability of health systems.
- Better use of the new areas and instruments of the EU4Health Programme.



The working areas were divided in three topics of analysis: **Ecosystems/Stakeholders**, **Objectives and Actions/Synergies** to be implemented, which are explained below. For each working area detailed discussions about the characteristics to be achieved were carried out in each group and then presented in plenary at the end of the workshop.

Following a description of the three working areas with a collection of main inputs by NFPs during the group sessions.

Working Area n. 1 ECOSYSTEMS/STAKEHOLDERS: Health in All Policies (HiAP) to promote an integrated policy response to support health equity, with a strong programmatic and financial coordination of many different actors.

The types of stakeholders and ecosystems were identified in different target groups: international health organisations, European health organisations and funding bodies, policy makers and governing bodies at different levels, universities and research centres, non-profit health organisations, health industrial players and providers, citizens, end users, etc.

All participants agreed about the need of creating more synergies and working together in a co-design process through the exchange of good practices, organization of info days, workshops and thematic groups in dedicated health topics, networking activities, etc.

The need to create synergies with other EU funding programmes was also well confirmed and the interaction among NFPs and other NCPs (of other EU schemes) had also been highlighted.

Finally, the capacity to transfer information to the local territory (beneficiaries, groups, etc.) had also been highly discussed, with the need to find suitable ways to communicate and transfer information at local level (e.g., simplifying and translating official documents, providing summaries and dedicated training/information to local beneficiaries).

TYPES OF STAKEHOLDERS/ECOSYSTEMS TO INVOLVE

- Top level Institutes (e.g., WHO)
- Funding Institutions (DGs, EU Agencies, etc.) and complementary funding programmes agencies
- Policy Makers and Public/Governing Bodies (at European, national, and regional/local level)
- National Care Services, Hospitals, Local Health Authorities
- Universities and Research Organizations
- Health Organizations, NGOs, Professional and Patient Organizations
- Industry players (local SMEs, Industry associations, etc.)
- Training Organizations
- Health care providers
- Media (Scientific – Social)
- Networking Groups (Consultants)
- End Users

CO-DESIGN PROCESS (HOW THEY CAN WORK TOGETHER)

- Info days
- Hubs and focus groups organized per health topics
- Thematic workshops to inform about synergies
- Exchange of best/good practices
- Joint events, meetings, and projects
- Tailored activities to each group/target
- Good coordination and leadership from the different sectors
- Networks (formal and informal) Reference Groups with key actors
- Strategy Meetings
- Webinars, social media, Newsletters, Website

NEW SYNERGIES WITH OTHER EU FUNDING PROGRAMMES

- Cooperation with other NFPs and NCPs (with regular meetings, platforms to exchange information).
- Synergies with Next Generation EU Funding.
- Meetings with institutional stakeholders.
- Having structured info about the other programmes.
- Knowledge of EU and National strategies.
- Yearly National conferences (and info-days).
- Inter-ministerial dialogue for the coordination of National NCPs.
- Sharing experience and good practices to contact applicants (privacy, GDPR).

CAPACITY OF TRANSFER TO THE LOCAL TERRITORY

- Full circle approach (collection of data from the territory, further analysis and feedback back to the territory).
- Needs analysis.
- Exchange of best practices to be adapted in the local areas.
- Handling coordinators and NCPs, stakeholders at different level.
- Strengthen of communication channels and sharing of essential information with regular updates (with newsletter, webinars, info-days)
- Adaptation of documents to facilitate local stakeholders (translation and summary of documents)
- Fostering local approach (going near local people, beneficiaries)



Working Area n. 2 OBJECTIVES: Capacity of NFPs to promote the EU4Health Programme, Communicate and disseminate the EU4Health Programme in the local communities, create connections with other health-related EU-funding at national/regional/local level, Capacity of NFPs to create new instruments, synergies, involve new stakeholders and communities.

Participants had discussed the needs related to each NFP, considering the Country differences, the available resources, and the tools available. In general, there was an expressed need to be more in touch with EC institutions, receiving “dedicated” information and training about the EU4Health programme. Moreover, the need to upskill and reskills the workforce of NFPs had been clearly highlighted, also considering the NFP profile emerged during Workshop n. 1. The need to find common standards, guidelines, and shared practices among NFPs was included with possible solutions such as the use of useful instruments/tools such as common platforms, sharing of good practices, etc.

Furthermore, an analysis of specific objectives and related targets were also included, to understand the dedicated activities, actions, and synergies to be developed in the Working Area n. 3.

DEFINE SPECIFIC NEEDS OF THE NFP

- Receive training and information beyond the Work Programme by HaDEA (specific info from EC, timeline info from HaDEA, legal advisory for call docs, awareness of differences among Countries)
- More direct contact with EU Funding Programmes Representatives (to be in touch with the EC and national stakeholders, international communities, informed about EU programs, etc.)
- Upskilling and reskilling of HR resources required (different from Countries to Countries) with specific technical/soft skills training (e.g., project management, etc.).
- Knowledge of tools available and programme structure, calls/topics specific training, good examples of applications, knowledge, resources, relevant info for applicants, toolkit, etc
- Improve the NFP own capacity and knowledge, also sharing responsibilities among colleagues.
- Coordination with other NCPs/NFPs and stakeholders to receive info (need to exchange with other NFPs)
- Special EU funds for NFPs to guarantee financial resources (based on a SWOT analysis, needs, etc.).
- Knowing other NFPs and contacts
- Guidelines and benchmark for NFPs



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| DEFINE THE RELATED SPECIFIC OBJECTIVES | <ul style="list-style-type: none"> ● Inform properly and facilitate applicants with accurate info, knowledge of EU Health Programmes, partners' search to increase the number of successful proposals ● Support the EU4Health implementation ● Facilitate health policies uptake ● Communication and Dissemination of EU4Health results ● Create a formal structure and shared guidelines for NFPs ● Facilitate/promote sustainability, innovative solutions (National/EU level) ● Create synergies with other programmes/organizations to avoid overlapping. ● Building network with Stakeholders and NFPs. ● Technical training for NFPs (more knowledge of EU4health also at political level) ● Facilitate the project management process, applications, etc |
| DEFINE THE TARGET TO ADDRESS FOR EACH SPECIFIC OBJECTIVE | <ul style="list-style-type: none"> ● Funding bodies: EC (DG, Agencies). ● Governmental bodies (e.g., Ministries of Health etc.). ● National applicants ● Health ecosystems ● Policymakers (EU/national/regional) ● Academic (Tailored for stakeholders' groups) ● NFPs and NCPs from other sectors, institutions ● Population, patients (for better services) |

Working Area n. 3 ACTIONS & SYNERGIES: Synergies and networking; Capacity Building; Tools and Services for cross-programme cooperation.

Following the specific objectives and related targets established in the Working Area n. 2, a list of suggested actions and instruments was discussed. Networking and training activities were highly recommended by all groups both to create synergies, networking, and capacity building. Furthermore, the need for a common shared platform to exchange information and documents among NFPs were also included.

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| SUGGESTED ACTIONS AND INSTRUMENTS FOR SYNERGIES/NETWORKING | <ul style="list-style-type: none"> ● Networking ● Training for communication and dissemination ● Training for capacity building ● Training modules for NFPs (e.g., videos training short based on QA). ● Tailored materials. ● Do and don't/Good and Bad. |
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SUGGESTED ACTIONS AND INSTRUMENTS FOR CAPACITY BUILDING

- Structured platform to share info.
- Sharing of best/good practices and learning between programs (through online and onsite meetings, updates, etc.).
- Twinning, Info-days, Webinars.

SUGGESTED ACTIONS AND INSTRUMENTS FOR TOOLS AND SERVICES (CROSS-PROGRAMME COLLABORATION)

- Training for EU project management and design, finance, project design, etc.
- Training of training approach (e.g., best practices development).
- Informal and practical training.

- Common application/joint cloud server to share documents.
- Mapping of EU Programs.
- Receiving news and updates.
- List of do's and don'ts

