

**Research-based  
analysis of European  
youth programmes**

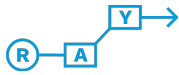
# **PROJECT MODULES ACROSS ALL RESEARCH PROJECTS**

**PREVIEW 2025**

**NETWORK ORIENTATION**

30 SEPTEMBER 2024

GUIDANCE FOR NATIONAL PARTNERS



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# 2. INTRODUCTION

These guidelines are meant to provide you with a starting and reference point for planning the number of days needed for the implementation of research modules at national level. Note that in most of our research projects—a relatively new feature—national modules are optional, so that agencies can decide to conduct interviews but no focus groups in Project A, or conduct focus groups but no case studies in Project B.

Please keep in mind that this is a document for orientation: the number of days fluctuate a lot across contexts. Alone the travel time can make a difference of several days in a single project. Despite this contextuality, we hope that this document is helpful, and invite you to get in touch with specific questions at any time!



### 3. ACTIVITIES BY PROJECT

Time period	Project	Activities at national level
2025 (all year)	RAY MON	<ul style="list-style-type: none"> <li>• Translation of adapted, revised and refined questions for 2<sup>nd</sup> survey into national languages (will happen at the end of spring, towards early summer)</li> <li>• Supporting the 2<sup>nd</sup> survey cycle (in autumn 2025) through promotion and awareness raising</li> <li>• Preparing contracts with national research partner for the 2<sup>nd</sup> survey (the main analysis work will happen in the first half of 2026)</li> <li>• <i>Optional: host a physical working group meeting in spring</i></li> </ul>
	RAY SOC	<ul style="list-style-type: none"> <li>• Translation of adapted, revised and refined questions for 2<sup>nd</sup> survey into national languages (will happen at the end of spring, towards early summer)</li> <li>• Supporting the 2<sup>nd</sup> survey cycle (in autumn 2025) through promotion and awareness raising</li> <li>• Preparing contracts with national research partner for the 2<sup>nd</sup> survey (the main analysis work will happen in the first half of 2026)</li> <li>• <i>Optional: host a physical working group meeting in spring</i></li> </ul>
	RAY DIGI	<ul style="list-style-type: none"> <li>• Case studies on transversal projects that combine digital transformation with other priorities (1-2 case studies per partner, you have all year)</li> <li>• <i>Optional: host a physical working group meeting in autumn</i></li> </ul>

Time period	Project	Activities at national level
	RAY LEARN	<ul style="list-style-type: none"> <li>Continued implementation of long-term case studies at national level (third round data collection and national reports for third round)</li> <li>Attend and, if possible, co-host the RAY LEARN Thematic Conference and Networking Event in November 2025</li> </ul>
<i>New project</i>	RAY MISS	<ul style="list-style-type: none"> <li>Gather and anonymise data of applicants, both successful and failed, based on a manual (expect this to kick off towards the end of spring with time to complete until the summer)</li> <li><i>Optional: host a physical working group meeting in spring</i></li> </ul>
<i>Special project</i>	RAY OPEN	<ul style="list-style-type: none"> <li><i>Optional: support the open data portal with user testing and feedback</i></li> </ul>

## 4. ANALYSIS OF MONITORING DATASETS IN 2026

**For both MON & SOC, your national research partner will analyse the next round of national datasets in the first half of 2026. In most national contexts this means that you will need to prepare the contracts and go through your procurements in 2025. If you have a framework agreement or other longer-term arrangements, you can likely ignore this section.**

**Overall, the process of analysis in 2026 will entail:**

- Cleaning of national datasets, depending on how you want to handle missing responses
- Adaptation of provided syntax file for dataset analysis, e.g. for specific disaggregations
- Analysis of the output of basic frequencies, crosstables and possibly disaggregations
- Summary of key findings in a format to be agreed (e.g. national report or factsheets)
- Participation in planning, reflection and discussion meetings with the National Agency
- Clarification of questions and communication with the transnational research team
- Contribution to research communication of key findings to youth sector stakeholders
- Participation in an analysis seminar, most likely in spring 2026 (dates/location tbc)

**Altogether, this will likely amount to the following number of days**

- 12-15 days for countries with a small national dataset/sample size
- 16-19 days for countries with a medium national dataset/sample size



- 20-24 days for countries with a large national dataset/sample size

The SOC datasets are considerably smaller, but they are also harder to analyse because of that. We recommend to work with 60-70% of the days for the MON analysis, so your research partner can invest some time in corroborating with other data sources (such as application data, to which you have access at national level, but we do not transnationally) and in that way contextualising the smaller dataset.

These are **guidelines and recommendations** that should be adapted to your context.

## 5. INTERVIEW MODULES

### Projects containing an interview module typically involve:

- 5-10 interviews in countries with a small (international) youth sector
- 10-15 interviews in countries with a medium-sized (international) youth sector
- 15+ interviews in countries with a large (international) youth sector

That way, a thematic research project with 10 partners will gather around 60 interviews, which is a reasonable sample size for the transnational analysis. It is of course always possible to conduct more interviews, in particular if you would like to obtain a nuanced national picture and produce a stand-alone national report in addition to the transnational one.

### For each interview, time should be calculated for

- the analysis of documents during the interview preparation, likely ½ day
- the preparation, conduction and follow-up of the interview, likely ½ day (plus travel)
- the analysis and analytical summary of the interview conducted, likely ½ day to 1 day

### In addition, for the overall research work, time should be calculated for

- the identification of a shortlist of potential interviewees, likely ½-¾ day
- the arrangement of interview dates and times and interview logistics, likely ½-¾ day
- the analysis and analytical summary across all interviews conducted (if required according to analysis guidelines), likely 2-3 days (depending on number of interviews)
- communication with the transnational research team throughout, likely ½-¾ day
- communication with the Erasmus+ National Agency throughout, likely ½-¾ day

### Example for a medium-sized country:

- Opting for 6 interviews, calculating 1.5 days per interview = 9 working days
- Adding 5 working days for overall research work = 14 working days in total

These are **guidelines and recommendations** that should be adapted to your context.

## 6. FOCUS GROUP MODULES

### Projects containing a focus group module typically involve:

- 2-4 focus groups in countries with a small (international) youth sector
- 4-6 focus groups in countries with a medium-sized (international) youth sector
- 6-8 focus groups in countries with a large (international) youth sector

That way, a thematic research project with 10 partners will gather around 40 focus groups, which is a reasonable sample size for the transnational analysis. It is of course always possible to conduct more focus groups, in particular if you would like to obtain a nuanced national picture and produce a stand-alone national report in addition to the transnational one.

### For each focus group, time should be calculated for

- the analysis of documents during the focus group preparation, likely  $\frac{1}{2}$ - $\frac{3}{4}$  day
- the preparation, conduction and follow-up of the focus group, likely 1 day (plus travel)
- the analysis and analytical summary of the focus group conducted, likely  $\frac{1}{2}$ - $\frac{3}{4}$  day

### In addition, for the overall research work, time should be calculated for

- the identification of a shortlist of potential focus groups, likely 1-2 days
- the arrangement of focus groups dates, times and logistics, likely 1-2 days
- the analysis and analytical summary across all focus groups conducted, (if required according to analysis guidelines), likely 3-4 days (depending on number of focus groups)
- communication with the transnational research team throughout, likely  $\frac{1}{2}$ - $\frac{3}{4}$  day
- communication with the Erasmus+ National Agency throughout, likely  $\frac{1}{2}$ - $\frac{3}{4}$  day

### Example for a medium-sized country:

- Opting for 5 focus groups, calculating 2.5 days per interview = 12.5 working days
- Adding 7.5 working days for overall research work = 20 working days in total

These are **guidelines and recommendations** that should be adapted to your context.

## 7. CASE STUDY MODULES

### Projects containing a case study module typically involve:

- 2-4 case studies in countries with a small (international) youth sector
- 4-6 case studies in countries with a medium-sized (international) youth sector
- 6-8 case studies in countries with a large (international) youth sector

These numbers are rough estimates – actual numbers per country also depend on the type of cases and the case study methodology.



That way, a thematic research project with 10 partners will gather around 40 case studies, which is a reasonable sample size. It is of course always possible to conduct more case studies, in particular if you would like to obtain a nuanced national picture in addition to the transnational one.

**For each case study, time should be calculated for**

- the analysis of documents during the case study preparation, likely 1-2 days
- the preparation, conduction and follow-up of the case study, likely 2-3 days
- the analysis and analytical summary of the case study conducted, likely 1 day

**In addition, for the overall research work, time should be calculated for**

- the identification of a shortlist of potential case studies, likely 1-2 days
- the arrangement of case study dates and times and interview logistics, likely 1-2 days
- the analysis and analytical summary across all case studies conducted (if required according to analysis guidelines), likely 4-5 days (depending on number of case studies)
- communication with the transnational research team throughout, likely 1-2 days
- communication with the Erasmus+ National Agency throughout, likely 1-2 days

**Example for a medium-sized country:**

- Opting for 5 case studies, calculating 4.0 days per case = 20 working days
- Adding 10 working days for overall research work = 30 working days in total

These are **guidelines and recommendations** that should be adapted to your context.

## 8. LONG-TERM CASE STUDY MODULES

**Projects containing a longitudinal case module typically involve:**

- 2-4 longitudinal cases in countries with a small (international) youth sector
- 4-6 longitudinal cases in countries with a medium-sized (international) youth sector
- 6-8 longitudinal cases in countries with a large (international) youth sector

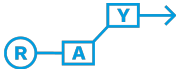
That way, a thematic research project with 10 partners will gather around 40 longitudinal cases, which is a reasonable sample size. It is of course always possible to conduct more longitudinal case studies, in particular if you would like to obtain a nuanced national picture in addition to the transnational one.

**For each longitudinal case, time should be calculated for**

- the analysis of documents during the preparation for the longitudinal case, likely 2 days
- the preparation, conduction and follow-up of the longitudinal case, likely 4-6 days
- the analysis and analytical summary of the longitudinal case conducted, likely 2-3 days

**In addition, for the overall research work, time should be calculated for**

- the identification of a shortlist of potential longitudinal cases, likely 1-2 days



- the arrangement of interview dates and times and logistics, likely 2-3 days
- the analysis and analytical summary across all longitudinal cases (if required according to analysis guidelines), likely 4-5 days (depending on number of case studies)
- communication with the transnational research team throughout, likely 2-3 days
- communication with the Erasmus+ National Agency throughout, likely 2-3 days

**Example for a medium-sized country:**

- Opting for 5 longitudinal cases, calculating 9.0 days per case = 45 working days
- Adding 15 working days for overall research work = 60 working days in total

These are **guidelines and recommendations** that should be adapted to your context.

## 9. PARTICIPATION IN WORKING GROUPS

**Participation in working groups is voluntary. If you choose to join a working group, we recommend to plan time for both an agency staff and a research partner staff. For each:**

- 2 working group meetings per year, usually
  - 1 virtual meeting for ½ day, plus preparation and follow-up = 1 day
  - 1 physical meeting for 1,5 days, plus travel, preparation and follow-up = 3 days
- The RAY MON & SOC working groups will take more time in 2025, while we are working on refining and improving the monitoring surveys:
  - 1 physical meeting for 3 days, plus travel, preparation and follow-up = 6 days

**In addition, time should be calculated for**

- following and contributing to the working group communication = 2 days
- discussing research activities at national level in more depth = 2 days
- sharing research findings at national events = 2 days

These are **guidelines and recommendations** that can be adapted to your context, but in this case we recommend no strong deviations, so that all partners can contribute to working groups on a fairly equal level. It is of course possible to invest more time and resources in working groups, but we know that it is difficult to mobilise more than 2 x 10 days per calendar year for most smaller partners in the network, and they should have an equal chance to participate in working groups. If you would like to contribute additionally to working groups, consider hosting the physical meeting instead!