

TECHNICAL DESCRIPTION (PART B)

COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

Note: Please read carefully the conditions set out in the Call document (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project name:	The Association of Schools of Public Health in the European Region – ASPHER 2023
Project acronym:	ASPHER 2023
Coordinator contact:	Robert Otok, ASPHER

TABLE OF CONTENTS

TECHNICAL DESCRIPTION (PART B)	1
COVER PAGE	1
PROJECT SUMMARY	2
1. RELEVANCE	2
1.1 Profile	2
1.2 Mission statement, vision and EU objectives	4
1.3 Contribution to EU policy	7
2. QUALITY	8
2.1 Project team, staff and experts	8
2.2 Management, quality assurance and monitoring and evaluation strategy	10
2.3 Financial management and cost effectiveness	12
2.4 Risk management	12
3. IMPACT	13
3.1 Impact	14
3.2 Communication, dissemination and visibility	15
4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING	17
4.1 Work plan	17
4.2 Work packages, activities, resources and timing	20
<i>Work Package 1</i>	22
<i>Work Package 2</i>	24
<i>Work Package 3</i>	26
<i>Work Package 4</i>	28
<i>Work Package 5</i>	30
<i>Work Package 6</i>	32
<i>Subcontracting</i>	35
<i>Timetable</i>	38
5. OTHER	39
5.1 Ethics	39
5.2 Security	39
6. DECLARATIONS	39
ANNEXES	41

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PROJECT SUMMARY

Project summary

The Association of Schools of Public Health in the European Region (ASPHER) is the key independent European organisation dedicated to improving and protecting the public health by strengthening education and training of public health professionals for both practice and research. ASPHER is a robust membership organisation of institutions, spread across the EU and wider across the World Health Organization (WHO) European Region, which are collectively concerned with the education and training, and professionalism, of those entering and working within the public health workforce.

There is consensus on the urgent need to build health workforce capacity to deliver Essential Public Health Functions, including emergency preparedness and response. Strengthening competency-based education and training for the public health workforce is at the heart of this effort.

With this proposal for the EU4H Call for proposals for operating grants to NGOs (EU4H-2023-OG), ASPHER is thus seeking to support our members and improve their ability to train the workforce needed to promote health and to respond to current and emerging health threats. Moreover, for public health to reach its highest potential collaboration is required across the public health community. This proposal plans to promote synergy and consolidation across public health networks for better impact and sustainability, and making public health an attractive career choice with pathways for progression and advancement.

In this considered proposal, responsible financial planning is reflected in the Association's reasoned and rational approach to the operating grant budget request, reflecting a sum that is within the Association's means to sustain while boosting the capacity for crucial operating areas and digital infrastructure that require concerted attention.

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1. RELEVANCE

1.1 Profile

Profile

Present your organisation. Describe size, structure, activities and composition/membership.

Describe the parts of your activities which remain outside the operating grant (e.g. do not comply with the policy objectives of the call or are outside the geographic area of eligibility). Specify the percentage of these activities (as compared to the percentage of activities that are eligible). Make sure this information is consistent with the rate of use for the project declared in section 6 and in the detailed budget table (if any).

The Association of Schools of Public Health in the European Region (ASPHER) is the key independent European organisation dedicated to improving and protecting the public health by strengthening education and training of public health professionals for both practice and research. ASPHER was established in 1966 and has remained in continual operation as one of Europe's oldest public health associations.

ASPHER is a robust membership organisation of institutions, spread across the EU and wider across the World Health Organization (WHO) European Region, which are collectively concerned with the education and training, and professionalism, of those entering and working within the public health workforce. It promotes activities which foster exchange of information and best practices amongst its members in an effort to achieve high standards of public health education and training across Europe.

Members are the core strength of ASPHER and the Association's most valuable and sustainable asset. ASPHER membership has been steadily growing and currently consists of more than 120 members (125) in 40+ countries in Europe (43; including 26 EU countries) representing over 170 networked public health education and training sites across the Region.

The main functions of the Association are:

- To support the professionalisation of the public health workforce in Europe, whilst respecting the diversity of national and regional contexts in which each school of public health operates, and thus:

- To sustain capacity building in public health, so that it balances with national and European population health challenges and threats, and is supported by best standards of public health education and training, scientific research, and practice.

The general objectives of the Association are:

- To sustain, in theory and practice, member schools in achieving their missions of education, training, scientific research and service;
- To develop models for public health education and training at all academic and professional levels, and the interaction of education and training with population health, health systems and services;
- To promote structured processes of sharing evidence-based public health models of innovation and good practice
- To build coalitions with other programmes and public health organisations whose mission is to improve public health, specifically in an effort to put forth high standards in and strengthen public health education and training and to improve the quality of the public health workforce in Europe and its competitiveness globally.

ASPHER is headquartered in Brussels, Belgium with a Secretariat consisting of 3 salaried employees. The activities of the Association are overseen by an up to 10-seat Executive Board with 8 elected members and 2 potential co-opted members, one of them to serve as a representative of the Next Generation public health professionals (chairing the Association's Young Professionals Programme). The President and vice-President are elected by the membership and serve on the Executive Board during their time in office. Elections are held once a year by the ASPHER membership during the General Assembly.

Key dissemination and communication platform for ASPHER activities include the annual ASPHER Deans' & Directors' Retreat, the Association's annual scientific conference meeting for Deans and Heads of member institutions. ASPHER is a partner for the annual European Public Health (EPH) Conference and is partnering in 2023 for the World Congress on Public Health in Rome. ASPHER is also a partner to the open access, peer-reviewed, scientific journal, Public Health Reviews.

ASPHER's Honours Platform made up of past Association Presidents and winners of the prestigious Andrija Stampar Medal for excellence in Public Health serves the Association in an advisement and mentoring capacity allowing ASPHER to leverage the expertise of this exceptional group for added value to the Association.

ASPHER has introduced a dynamic Next Generation Platform growing the opportunities for members' students, alumni and junior faculty to engage with and contribute to ASPHER's agenda while enriching their career opportunities. The Platform includes a highly successful Young Professionals Programme (YPP) which provides an annual cohort of YPs to work with ASPHER task forces under the direction of ASPHER faculty mentors. The ASPHER Fellowship programme allows select early career professionals to work on core ASPHER competencies and curriculum in an area of their interest. The ASPHER Young Researchers Forum (YRF) provides an event space for all students, recent alumni, postdocs and junior faculty to present scientific research at Member conferences and at the EPH Conference. Finally, ASPHER's mentoring summer school, ASSETS allow young professionals the opportunity to share their career goals and challenges with senior faculty mentors and receive guidance and advice.

ASPHER has established Task Forces for rapid-response to critical issues leveraging the expertise found within the Association's membership base. Currently the Association has three Task Forces operating on the issues of Covid-19; War and Geopolitical Health; and Professionalisation of the Public Health Workforce (PHW). The PHW Professionalisation Task Force was established in partnership with WHO Europe and grew out of ASPHER's collaboration with WHO Europe on the professionalisation road map. Work on public health competencies is a pillar of professionalisation and a flagship for ASPHER is the Association's Core Competencies and Curriculum Programme. Several Working Groups operate as well to address specific issues such as public health undergraduate education or doctoral programmes and research capacities.

ASPHER is a founding member of the Agency for Public Health Education Accreditation (APHEA) now functioning in partnership with the International Association of National Public Health Institutes (IANPHI).

In the course of its activities, ASPHER collaborate and partners with other international organisations, agencies and networks, active in the field of public health, out of which key ones include the World Health Organization (WHO/WHO Europe), the International Association of National Public Health Institutes (IANPHI/IANPHI Europe), the European Centre for Disease Prevention and Control (ECDC), the European Public Health Association (EUPHA), the European Public Health Alliance (EPHA), and the World Federation of Public Health Associations (WFPHA). ASPHER is a founding member of the Global Network for Academic Public Health (GNAPH), an organisation made up of seven public health schools

associations from other geographic regions around the World, and collaborates in the GNAPH initiative This is Public Health (TIPH) Global campaign.

Activities that fall outside the operating grant:

Full ASPHER membership is based on the WHO definition of the European Region, ranging from Iceland to Israel and as far east as Kazakhstan, thus extending well beyond the EU27, EEA and other eligible countries. Associate membership is also extended to schools and programmes of public health from outside of the WHO European Region. Approximately 34% of ASPHER's membership (including full and associate members) falls outside the geographic area of eligibility.

Activities related to the ASPHER coordinated Erasmus+ Capacity Building in Higher Education funded project, Sharing European Educational Experience in Public Health for Israel (SEEEPHI) (#618578-EPP-1-2020-1-BE-EPPKA2-CBHE-JP), and to other EU-funded projects the Association is part of, fall outside the requested operating grant.

ASPHER coordinates activities with partner organisations (EUPHA and EPHA) that are current operating grant recipients. The activities ASPHER participates in with these organisations that are linked to their operating grants fall outside the requested operating grant. This includes ASPHER's partnership with EUPHA for the annual European Public Health (EPH) Conference.

In 2023, ASPHER is partnered with the World Federation of Public Health Association (WFPHA) and the Italian Society of Hygiene, Preventive Medicine and Public Health (SIItI) for the World Congress on Public Health (WCPH). ASPHER will take part in these activities in association with GNAPH as part of our global outreach with sister schools associations around the world. As part of ASPHER's global activities, much of the WCPH activity remains outside the operating grant with the exception of the ASPHER General Assembly and Executive Board meetings and the TIPH Europe campaign to be held in the context of the Congress.

ASPHER proposes an operating agenda of 100,000 EUR with a request of 60,000 EUR from EC grant funding. The required co-funding of 40,000 EUR from the Association's own funds represents approximately 20% of the income from membership fees, which is a stable annual revenue line. This is a relatively modest request, however based on the Association's experience in the past, dependence upon larger operating grants created unsustainable conditions when the grant was no longer available.

The purpose of the operating grant in 2023 would be to give due attention to membership benefits – building on ASPHER's greatest and most sustainable strength. This would allow the organisation to dedicate capacity, which is often lacking due to the Association's busy agenda: to increase the number of members actively engaged with ASPHER activities, leveraging their experience for rapid response as well as the core business of the Association; to develop the ASPHER PEER review service to members to provide evidence-based good practice recommendations to aid members in achieving their missions of education, training, scientific research and service in public health; to build on ASPHER's mobilisation and support of our Member's students, alumni and junior faculty; to improve the digital offer creating an interactive website to better resource our membership; and build better synergy with partner organisations to amplify ASPHER's outreach on behalf of our members.

By improving our service to members, the operating grant funding will ensure that ASPHER is best able to achieve its mission to sustain and develop good practice in public health education and training, build public health professional capacity and build international coalitions to support these goals, directly in line with the EU4Health Programme specific objectives outlined in Regulation (EU) 2021/522.

1.2 Mission statement, vision and EU objectives

Mission statement, vision and objectives

Describe the mission statement, vision and overall objectives of your organisation (as defined in key stakeholder documents).

Describe how your organisation pursues an aim of general EU interest or has objectives that contribute to the EU policy objectives set out in the call.

Describe the specific objectives for the period covered by the EU grant. The objectives should be clear, measurable, realistic and achievable within the duration of the project. For each objective, define appropriate indicators for measuring achievement (including a unit of measurement, baseline value and target value).

The Association of Schools of Public Health in the European Region (ASPHER) is the key independent European organisation dedicated to improving and protecting the public health by strengthening

education and training of public health professionals for both practice and research.

The main functions of the Association are:

- To support the professionalisation of the public health workforce in Europe, whilst respecting the diversity of national and regional contexts in which each school of public health operates, and thus:
- To sustain capacity building in public health, so that it balances with national and European population health challenges and threats, and is supported by best standards of public health education and training, scientific research, and practice.

The general objectives of the Association are:

- To sustain, in theory and practice, member schools in achieving their missions of education, training, scientific research and service;
- To develop models for public health education and training at all academic and professional levels, and the interaction of education and training with population health, health systems and services;
- To promote structured processes of sharing evidence-based public health models of innovation and good practice;
- To build coalitions with other programmes and public health organisations whose mission is to improve public health, specifically in an effort to put forth high standards in and strengthen public health education and training and to improve the quality of the public health workforce in Europe and its competitiveness globally.

ASPHER is a robust membership organisation of institutions, spread across the EU and wider across the World Health Organization (WHO) European Region, which are collectively concerned with the education and training, and professionalism, of those entering and working within the public health workforce. It promotes activities which foster exchange of information and best practices amongst its members in an effort to achieve high standards of public health education and training across Europe.

ASPHER contributes to the general objectives of the EU improving and fostering health in the Union by supporting our member schools to educate and train public health students to ensure a cadre of well-trained professionals able to promote the health of the public and prepared to meet Europe's emerging health threats. However, education and training are not enough, public health professionals cannot make an impact on health without employment opportunities and an attractive career path. An essential piece of ASPHER's mission is thus the recognition and professionalisation of the public health workforce, to provide good prospects for gainful and rewarding employment and career advancement in the public health field.

(a) to reduce the burden of communicable and non-communicable diseases: we have undertaken two commissions on behalf of ECDC, to update competencies in applied infectious disease epidemiology, and to provide training and educational materials on vaccination and vaccine hesitancy. Our ASPHER COVID task force has met throughout the COVID-19 pandemic and supports members in all EU countries (and the wider WHO European region). We also support our members in developing competencies and curriculum to promote health, prevent disease, reduce health inequalities, foster healthy lifestyles and promote access to healthcare;

(b) our public health training focus enables our members (which represent public health programmes from over 40 countries including 26 EU countries) and ASPHER as a whole, to contribute to protecting people in the Union from serious cross-border threats to health, whilst strengthening the responsiveness of health systems and coordination among the Member States to cope with threats to health. Beyond our support to public health training programmes, ASPHER has initiated international rapid response actions through our Task Forces on critical issues that threaten the health of the Union's public. These Task Forces are made up of expert delegates from our member programmes who are able to leverage academic expertise, sharing on the ground knowledge of their local and country situation. Many also serve in advisement roles in their representative Member States or are in direct communication with ministries and policymakers, thus directly actioning the state-of-the-art knowledge and insight gained through ASPHER response. Recent examples are the ASPHER COVID-19 Task Force established in March 2020 and the ASPHER Task Force on War established in April 2022. ASPHER is a member of the Advisory Board of the ECDC and also the European Observatory for Environment and Health;

(c) many of our members are strongly involved in the evaluation of medical care and pharmaceutical agents and advocate for improving the availability, accessibility and affordability of medicinal products and medical devices, and crisis-relevant products in the Union, and support innovation regarding such products. ASPHER has strongly advocated for COVID-19 vaccine equity through a TRIPs waiver in an ASPHER statement adopted also by the World Federation of Public Health Associations and the Global

Network for Academic Public Health in a letter co-signed to the WTO (<https://www.wfpha.org/a-vaccine-trips-waiver-now-letter-to-wto/>). ASPHER has an active working group Economic Evaluation in Healthcare in Europe.

(d) this also means our members are involved in strengthening health systems by improving their resilience and resource efficiency, in particular through: (i) supporting integrated and coordinated work between Member States; (ii) promoting the implementation of best practices and promoting data sharing; (iii) reinforcing the healthcare workforce; (iv) tackling the implications of demographic challenges; and (v) advancing digital transformation. Our work particularly involves partnership working across public health and health services organisations – for example with EPHA, EUPHA and Eurohealthnet and with the European Health Management Association (EHMA).

ASPHER specific objectives for 2023

ASPHER's general objective under the operating budget for 2023 is to enhance our benefit to and engagement of Members, seeking to boost the impact of our Membership and of the Association on the public's health. This translates into the following specific objectives addressed in the core work packages of the proposal:

1. Increase ASPHER member engagement in Association activities. Largely addressed by WP2 on Membership Coordination for Rapid Response and PEER Scheme which seeks to increase engagement of members in ASPHER rapid response task forces and working groups, developing a useful PEER service to advise members on looking to restructure or update their programmes.

Indicators:

- Response rate to mapping (baseline=125 members; target=63 responses);
- Number of member institutions with delegates engaged in task forces or working groups (baseline=40; target=80);
- Number of institutions engaged in PEER Review services (baseline=0; target=25 interested, 1-2/year committed clients).

2. Launch a new ASPHER website design with an updated membership module and improved interactivity through three hubs: Public Health Training Hub; Practical Knowledge & Engagement Hub; Career Development & Advancement Hub. This is addressed in WP3 on Enhancing the Association Online Infrastructure.

Indicators:

- Website traffic: number of visits (baseline=24103 annual visits; target=37500).
 - Number of registered hub users (baseline=125 members; target= 63 registered users)
3. Mobilisation of students and alumni through an enhanced Fellowship scheme in collaboration with other public health organisations and through advisement to members about best practices for development of student and alumni associations. To be realised through WP4 on Enhancing the Association Next Generation Agenda.

Indicators:

- Response rate to mapping of alumni networks (baseline=125 members; target=63 responses);
 - Number of ASPHER Fellowships in 2024 intake (baseline=5; target=10 total with 2-3 coming from joint appointments)
4. Consolidation of European Public Health impact through synergy with other key networks with guidance on identifiable areas of common interest and methods to overcome barriers for cooperation. WP5 on Synergy and Consolidation for Better Impact and Sustainability aims to meet these objectives.

Indicators:

- Number of stakeholders involved in the consultation study (baseline=0; target=5)
 - Number of public health organisations endorsing the Public Health Interoperability Manual (baseline=0; target=5-10)
5. Dissemination of the operating activities to ASPHER Members, the public health community and general public linked with WP6 on Dissemination and Communication

Indicators:

- Number of Member institutions represented at the ASPHER General Assembly (baseline=125 members; target=63 represented);

- Number of TIPH Campaign video engagements (baseline=0; target=500 engagements)
- Number of Member institutions with delegates attending the Deans' & Directors' Retreat (baseline=125 members; target=63 present);
- Number of engagements with trimester newsletters (baseline=130; target=250 engagements)

1.3 Contribution to EU policy

Relevance

How do your organisation's activities address the objectives and themes and priorities of the call to which you are applying? What is your organisation's contribution?

Justify how the EU financial support is needed for the achievement of one or several of the specific objectives of Regulation (EU) 2021/522.

As an international association of schools and institutions offering education, research and training in public health, ASPHER's activities are closely aligned to the EU4Health Programme (EU4H) specific objectives related to EU4H Call for proposals for operating grants to NGOs (EU4H-2023-OG). Some objectives are addressed directly by the Association itself and some indirectly by our members to whom the Association offers benefits and support. Through the operating grant to strengthen the Association's membership benefit and engagement, ASPHER will work to the call's priorities to promote health and increase health literacy in cooperation with the Association's established international partners and civil society, and optimise health activities and practices by providing rapid response feedback.

ASPHER operates through the Association's members to promote health through disease prevention, health promotion, addressing health determinants, supporting actions to address inequalities in health, improving health literacy, research and innovation — thus strengthening the resilience of the health systems in the Union.

In a 2021 survey, ASPHER asked our membership to tell us about the attention they give to the WHO Europe 10 Essential Public Health Operations (EPHOs) through their trainings, research, education programmes and services efforts. The most highly selected EPHO addressed was EPHO4: Health promotion including action to address social determinants and health inequity (88.6%). This was followed by EPHO1: Surveillance of population health and wellbeing (80.0%); EPHO3: Health protection including environmental occupational, food safety and others (77.1%); EPHO5: Disease prevention, including early detection of illness (77.1%); EPHO10: Advancing public health research to inform policy and practice (74.3%); EPHO2: Monitoring and response to health hazards and emergencies (68.8%); EPHO6: Assuring governance for health and wellbeing (65.7%); EPHO7: Assuring a sufficient and competent public health workforce (60.0%); EPHO9: Advocacy communication and social mobilisation for health (54.3%); and EPHO8: Assuring sustainable organisational structures and financing (40.0%).

As our members review their academic offers, launch new programmes, plan structural changes and diversify their offers, ASPHER strives to ensure that good evidence-based practices are in place for training on the challenges faced by the public health sector and how education providers can contribute with a solution to these challenges. By taking the opportunity to enhance ASPHER's PEER review service to our members we are best able to support them as they seek to update and improve upon their offers and activities essential to establishing structures and training resources for a reserve of public health staff operating to promote health and ready to mobilise in the event of a health crisis.

ASPHER is active as an organisation supporting integrated work among Member States, and in particular their health systems, including the implementation of high-impact prevention practices and strengthening and scaling up networking. Our commissions for the European Centre for Disease Prevention and Control (ECDC) to Update Core Competencies in Applied Infectious Disease Epidemiology (UCCAIDE) and develop Vaccine Acceptance Behaviour Change Training for Frontline Health Workers (VXTRAIN) demonstrate our unique capacity to bring together the academic experts within our member schools and to mobilise them for better health across national boundaries. We have also mobilised transnational work in partnership with the World Health Organization (WHO) to enhance the professionalisation and capacity of the public health workforce and to enhance capacity in emergency preparedness.

ASPHER reinforces the Union's support for global actions by international organisations as a founding member of the Global Network for Academic Public Health (GNAPH) made up of public health schools associations from around the world fostering close and coordinated action. ASPHER is member of the World Federation of Public Health Associations (WFPHA) and is active in WHO actions at European and global levels. We hold Non-State Actor status with WHO Europe. We have an active MOU with International Association of National Public Health Institutes (IANPHI) and operate at the European and

global level with them. ASPHER fosters cooperation with third countries through its global collaborations and operating with the Association's networked membership-base from the wider WHO European Region as well as Associate Members from outside the Region.

ASPHER strengthens the capability of the Union for prevention of, preparedness for, and rapid response to, serious cross-border threats to health, and improving the management of health crises, supporting data gathering, information exchange, and the development of quality healthcare standards at national level. ASPHER has initiated international rapid response actions through our Task Forces leveraging academic expertise in response to critical cross-border threats such as the COVID-19 pandemic and the war in Ukraine. These Task Forces are made up of expert delegates from our member programmes (many of whom also serve in advisement roles in their representative Member States) who exchange on the ground information on their local and country situation, identifying trends, authoring evidence-based recommendations, and updating knowledge for public health curricula and lay-public literacy.

ASPHER is developing its digital health competency framework as part of our overall review of public health core curriculum in 2023. Our members are actively working with a European consortium of digital health educators. We are also on the Project Advisory Board for the BeWell consortium led by the European Health Management Association (EHMA) and funded by the ERASMUS+ programme, to prepare a strategy on upskilling and reskilling the European healthcare workforce to be able to cope with future challenges and evolving societal expectations; with focus on digital and green skills. We actively facilitate exchange with patients and the public, through our partnership activities. Community involvement is a central tenet of public health learning and service provision as is self-help, self-care and health literacy – these feature strongly in our core curriculum and will be strengthened through ASPHER's current curriculum review.

ASPHER and our members are active in the field of EU legislation and enforcement, particularly where they are active in public health law, ethics and values supporting the development, implementation and enforcement and, where necessary, the revision of Union health legislation and supporting the provision of valid, reliable and comparable high-quality data for evidence-based decision-making and monitoring, and promoting the use of health impact assessments of other relevant Union policies.

ASPHER maintains a busy schedule of extensive activities that are in direct line with several of the specific objectives of EU Regulation 2021/522 on a modest budget and with limited secretariat capacity. The Association achieves much more than its budgetary means would allow through the direct engagement of faculty and students from its member institutions (through for example: the executive board, fellows and interns, ASPHER young professionals, task force and working group members, etc.). In turn these institutional members rely on ASPHER's input and guidance to implement best practices to educate and train a ready and competent workforce of public health professionals.

In order to continue achieving all that it does to promote the health of Europe's public and support and build a public health workforce ready to tackle the Union's health challenges, the Association must invest in its most valuable and sustainable resource – its members. However, there is a lack of capacity within the secretariat to give ASPHER's offer to members the due attention it deserves whilst maintaining the Association's schedule of activities. EU financial support is therefore needed to implement a better more comprehensive and coherent offer to ASPHER's membership — engaging members, their faculty, students and alumni further in the work of the association and supporting members in their education, training, outreach and research missions.

At the same time, based on experience, ASPHER has found that the biggest impacts have been made in public health when the Association has worked in collaboration with other European and Global public health organisations. To meet the greatest challenges to the public's health, associations must step outside of their organisational silos. There is tremendous potential for greater synergies to amplify the work we do through improved partnership and bring fundamental change to the way that public health organisations approach the way that they operate. The operating grant as a financial instrument is needed in order to make this added value effort to synergize and bring about real change in the Union's public health community which transcends the efforts of any one organisation and can make sustained impact to promotion of the health of Europe's people.

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2. QUALITY

2.1 Project team, staff and experts

Project team and staff

Describe the project teams and how they will work together to implement the project.

<i>List your organisation's other staff and describe briefly their tasks. Provide CVs of all key actors (if required).</i>	
Name and function	Role/tasks/professional profile and expertise
Robert Otok, Director	<p>As the Director of ASPHER, Mr Robert Otok is responsible for planning and coordinating the Association's work strategy in close consultation with the President and Executive Board. He fosters and maintains connections with other relevant public health organisations seeking synergy and collaboration. He has extensive experience in developing, implementing and coordinating projects supporting public health in Europe; both at individual countries as well as the European level (the latter including advisory and consultancy positions in ECDC and WHO Europe relevant programmes). Mr Otok joined ASPHER in 2008 and is based in Brussels.</p> <p>Mr Otok will coordinate with subcontractors and Partner organisations on WP5 (Synergy and Consolidation for Better Impact and Sustainability). He will also have a role in the overall project coordination and administration together with Ms Leighton.</p>
Lore Leighton, Secretariat and Operations	<p>Ms Lore Leighton is responsible for ASPHER's operations and communication. She has been formally employed with ASPHER Secretariat since 2019 and was the Managing Editor of the Association's journal Public Health Reviews from 2016. She has worked closely with membership relations, oversees coordination of projects, and is responsible for the Association's communications. Ms Leighton is based in Brussels.</p> <p>Ms Leighton will coordinate on WP3 (Enhancing the Association Online Infrastructure) liaising with the IT contractor and overseeing the website content, as well as general project coordination and administration together with Mr Otok.</p>
Karl Conyard, Membership relations	<p>Mr Karl Conyard is taking on responsibility for the Association's membership relations on a part time basis. He has an MPH from the University College Dublin and has been working with ASPHER on the ECDC UCCAIDE project and as a Fellow on Core Competencies and Curriculum Programme. Mr Conyard is based in Dublin.</p> <p>He will work on membership relations for the project under the direction of Mr Otok and Ms Leighton.</p>

Outside resources (subcontracting, seconded staff, etc)

If you do not have all skills/resources in-house, describe how you intend to get them (contributions of members or partner organisations, subcontracting, etc).

If there is subcontracting, please also complete the table in section 4.

In addition to the support provided by remunerated staff, ASPHER operational activities will be supported with contributions from current and former Executive Board Members, ASPHER Fellows, and subcontracting. Below is an outline of skills and support available to achieve each WP.

WP1: GENERAL MANAGEMENT AND RUNNING OF THE ORGANISATION

ASPHER's President, Prof Carlo Signorelli, University Salute-Vita San Raffaele, Italy and ASPHER's Treasurer, Prof Carla Lopes, University of Porto, Portugal will contribute Executive Board support to WP1. As President, Prof Signorelli oversees the Association's strategy, coordination and progress at the executive level in close consultation with ASPHER Director, Mr Otok. Prof Lopes, an Executive Board Member and Treasurer oversees the Association's finances and will be charged with coordination of quality monitoring and evaluation. ASPHER contracts the organisation's accounting to Mr Marc Baert who provides monthly financial statements. Mr Baert is based in Brussels and meets regularly with Mr Otok. He meets with Prof Lopes at least once a year prior to the ASPHER General Assembly.

WP2: MEMBERSHIP COORDINATION FOR RAPID RESPONSE AND PEER SCHEME

ASPHER's vice-President, Prof John Middleton supports WP2. As the Immediate Past-President of ASPHER Prof Middleton is intimately acquainted with ASPHER's membership. He brings first-hand experience on Academic Rapid Response and PEER evaluations as the former Chair of the highly productive ASPHER COVID-19 Task Force (2020-2022), and from his work with the Agency for Public

Health Education Accreditation (APHEA) as ASPHER representative, and past PEER missions.

WP3: ENHANCING THE ASSOCIATION ONLINE INFRASTRUCTURE

As described above, Ms Lore Leighton will provide coordination and assure the website content for this work package. ASPHER currently contracts with TreDo Trendy Domains for IT support. Additional support may be subcontracted as needed to complete the new online infrastructure.

WP4: ENHANCING THE ASSOCIATION NEXT GENERATION AGENDA

WP4 will be supported by Ms Ines Siepmann, ASPHER's Young Professional Programme Coordinator since 2020 and with direction from ASPHER Past-President Prof Kasia Czabanowska, University of Maastricht, ASPHER's Public Health Workforce Professionalisation agenda Lead.

Broader support to the WP4 agenda will also be facilitated through the current ASPHER Fellows:

Karl Conyard, University College Dublin (also linked with the Secretariat) under the direction of Executive Board Member Prof Mary Codd on ASPHER's update to Core Curriculum.

Rok Hrzic, University of Maastricht under the direction of Executive Board Member Prof Polychronis Kostoulas, University of Thessaly on Digital Public Health

Lisa Wandshneider, University of Bielfeld under the direction of Executive Board Member Prof Oliver Razum, University of Bielfeld on Diversity and Geopolitical Health

Tara Chen, ASPHER Climate and Health Fellow under the direction of ASPHER Senior Lead on Climate and Health Education, Prof Laurent CHambaud

Keren Dopelt, Ben Gurion Univeristy of the Negev under the direction of Executive Board Member Prof Nadav Davidovitch, Ben Gurion Univeristy of the Negev on Social Responsibility

WP5: SYNERGY AND CONSOLIDATION FOR BETTER IMPACT AND SUSTAINABILITY

As described above, ASPHER Director Mr Otok will coordinate this WP. As a key added value initiative of this proposal, we will seek to subcontract 1-2 experienced individuals to support the WP work bringing an external perspective. Two individuals with appropriate profiles have already been approached and have confirmed their interest and availability. Sascha Marschang – former acting director of EPHA, and Naomi Nathan – former fellow of ASPHER, later also in secretariat service for the Monti Commission.

WP6: DISSEMINATION AND COMMUNICATION

WP6 will be supported by Executive Board Member Prof Mary Codd, University College Dublin. Prof Codd is Chair of the 2023 ASPHER Deans' & Directors' Retreat to be held in Dublin – ASPHER's annual scientific meeting for Deans and Heads of member institutions and the key dissemination and reporting checkpoints for the operating activities.

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2.2 Management, quality assurance and monitoring and evaluation strategy

Management, quality assurance and monitoring and evaluation strategy

Describe the operational structure of your organisation (organisational chart). Provide CVs of all key actors (if required).

Describe your decision-making processes and how you ensure effective internal communication, planning and control.

Explain who is responsible for strategy and who for day-to-day implementation. Explain the internal communication processes to ensure transparent decision-making, coordination and conflict management.

Describe how you normally ensure quality and monitor and evaluate your activities.

Explain which quantitative and qualitative indicators you propose to use for the evaluation of the outreach and coverage of your activities.

The affairs of the Association are conducted by:

- (i) General Assembly;
- (ii) Executive Board;
- (iii) Director of the Secretariat.

The General Assembly is the governing body of the Association composed of the Association's full members. Each full member can appoint two representatives to the General Assembly meetings.

However, each full member shall be entitled to one vote.

The General Assembly convenes once a year and has an exclusive power to make the following decisions: (i) approval or exclusion of members; (ii) electing the President; (iii) electing members of the Executive Board; (iv) amending the statutes; (v) approving the annual work programme and the budget for the next financial year; (vi) approving the financial accounts and discharging the Executive Board from its responsibilities of the previous financial year; (vii) dissolving the Association; (viii) transacting any other business competent to General Assembly in accordance with these statutes; (ix) any other decision specifically entrusted to the General Assembly pursuant to Association statutes. In case of urgent matters which necessitate a rapid decision in the interest of the Association, the Executive Board can request the General Assembly to vote by email or other electronic means. Decisions of the General Assembly shall be adopted by a simple majority of the votes expressed by the full members present or represented.

The Executive Board: (i) reports to the General Assembly on the execution of the Association's work programme and submits relevant accounts; (ii) submits to the General Assembly proposal regarding the annual work programme and the budget of the Association for the next financial year; (iii) proposes changes in the Association's statutes to the General Assembly when this is in the interest of the Association; (iv) is responsible for the appointment, dismissal, and remuneration of the Director of the Secretariat.

The Executive Board is composed of maximum ten members, including: (i) President of the Association, (ii) vice-President of the Association, (iii) members at large elected at the General Assembly, and (iv) co-opted member/s as needed and decided by the Executive Board. The Executive Board shall define the need and procedure for the nomination and appointment of co-opted members. Members at large are elected for a period of three years.

The President is elected by the General Assembly becoming a member of the Executive Board for four years: one as President-Elect (vice-President), two as President and as Chair of the Executive Board, and one as Immediate Past-President (vice-President). The President of the Association presides over the Executive Board. The President is responsible for carrying out the resolutions of the Executive Board and for the good functioning of the Association.

One member of the Executive Board serves as Treasurer and is responsible for the monitoring of the Association's accounts.

The Director of the Secretariat is responsible for the effective day to day management of the Association, under the leadership of the President of the Association. The Director of the Secretariat organises and directs the Secretariat of the Association, and assists and represents the President of the Association in their work for the Association, upon their request and within the limits set by the Executive Board. The resolutions of the Executive Board are recorded in minutes.

The Executive Board is responsible for the overall direction and management of the interests of the Association and for making all decisions not specifically reserved to the General Assembly. It ensures the proper implementation of the decisions of the General Assembly.

By statute, the Executive Board meets at least once a year and each time, when necessary, it shall be convened by the President of the Association. However, in practice, the Executive Board meets on average every two months. The agenda is set by the President. The presence of at least one third of the members is required for the validity of the resolutions of the Executive Board. In case no consensus can be reached on one or more issues and a vote is necessary, the resolution is passed with the simple majority of votes of the members who are present, each member having one voting right. In case of division of votes, the President has a casting vote.

Quality assurance and monitoring:

The Association's Strategic Plan is set out every five years and approved by the General Assembly. An annual Work Plan is drawn up to work toward the five-year Strategic Plan. The annual work plan activities are approved and monitored by the Executive Board which meets on average six times per year. The Secretariat holds weekly meetings with the President and the vice-President to ensure work is progressing and to course correct if issues arise. Progress of activities is reported annually and approved by the General Assembly.

Finances are monitored in regular meetings with a contracted accountant, and the Secretariat meet with the Treasurer at least once every two months. A financial committee is appointed from the Executive Board to consult on any major financial planning decisions. Finances are reported to the Executive Board at each meeting. A treasurer's report is made annually and approved by the General Assembly.

Quantitative indicators on outreach and coverage of activities will include:

The number of members engaged in ASPHER activities (e.g., working groups, task forces, PEER review, conferences and other meetings);

The number of students, alumni and early career professionals applying for and participating in the ASPHER Next Generation agenda activities.

The number of publications and other relevant outputs resulting from these activities, including the number of accessions, downloads and citations of publications;

The number of registrations to and unique visits of online resources and web platforms.

The number of engagements with the ASPHER Newsletter.

The number of new members interested in and applying to join the Association.

Qualitative indicators will include the retention of existing members, attraction of outside speakers and experts to address and consult with ASPHER activities and groups, partner and other public health organisations reaching out to consult with ASPHER and adopting ASPHER recommendations and endorsing or making joint statements with ASPHER. Partner organisations, members and other public health and health related organisations interested to include ASPHER in proposals and bids related to public health education, training and professionalisation.

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2.3 Financial management and cost effectiveness

Financial management and cost effectiveness

Describe your organisational financial management structure (organisational chart). Provide CVs of the key actors (if required).

Describe your financial decision-making processes and how you ensure financial planning and control (i.e. procedures for budget approval and monitoring). How do you certify and validate annual accounts? Which tools do you use to monitor budget execution, financial controls and external audits?

Confirm that your budget estimate complies with the principles of good value for money and cost effectiveness.

The Director of the Secretariat keeps a record of incomes and expenditures of the Association in consultation with a contracted accountant. Finances are monitored by a contracted accountant who provides monthly financial statements and meets regularly with the director. Project analytical accounting is used for track and auditing.

One member of the Executive Board is designated by the Executive Board to serve as Treasurer. The Treasurer is responsible for the monitoring of the Association's accounts. The Director meets with the Treasurer at least once every two months. A financial committee is appointed from the Executive Board to consult on any major financial planning decisions. Finances are reported to the Executive Board at each meeting.

A treasurer's report is made annually to the General Assembly. The report consists of the annual accounts of the past year and an annual budget of the following year. The contracted accountant meets with the Treasurer at least once a year prior to the General Assembly. The General Assembly has exclusive power to make the decisions approving the budget for the next financial year; and approving the financial accounts and discharging the Executive Board from its responsibilities of the previous financial year.

ASPHER strives to comply with principles of good value for money and cost effectiveness with all budget estimates. Use of analytical accounting will ensure this action will be well-tracked and audited as necessary.

Moreover, responsible financial planning is reflected in the Association's reasoned and rational approach to the Operating Grant budget request, which is well below the maximum allowable. ASPHER is rather choosing to request a sum that is within the Association's means to sustain and that will fund the capacity for crucial operating areas that require concerted attention.

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2.4 Risk management

Critical risks and risk management strategy			
<p>Describe critical risks, uncertainties or difficulties related to the implementation of your project, and your measures/strategy for addressing them.</p> <p>Indicate for each risk (in the description) the impact and the likelihood that the risk will materialise (high, medium, low), even after taking into account the mitigating measures.</p> <p>Note: Uncertainties and unexpected events occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder specific project activities. A good risk management strategy adds to the project quality.</p>			
Risk No	Description	Work package No	Proposed risk-mitigation measures
1	<p><u>HR capacity drop</u> – There could be a drop in Secretariat staff capacity due to attrition or extended illness. This would impact on all WPs which require appropriate secretariat attention to coordinate.</p> <p>The likelihood of this risk is low.</p>	All WPs	In the event of a staff member leaving the Association or becoming incapacitated to work, the Association would be able to turn to the Executive Board and other Member institutions which have large capacity amongst senior students, post-docs, residents and junior faculty whom could be called upon to assist in operational tasks until a suitable replacement staff member can be secured.
2	<p><u>Delays on subcontract side</u> – subcontractor delays in delivering products may occur. This risk could most potentially impact WP3 and WP5 for which deliverables rely heavily on subcontracted IT support (WP3) and expert consultants (WP5) and to a lesser extent WP6 which will make use of subcontracted media services for one task.</p> <p>The likelihood of this risk is low to medium.</p>	WP3, WP5, WP6 (T6.2)	Planned subcontractors for WP3 and WP5 are known actors with whom ASPHER has worked with previously and have demonstrated reliability. For WP6 subcontractor, the Association will evaluate the ratings and track record of potential subcontracts. Similarly to risk 1, ASPHER has Members with expert capacity related to these WPs as they pertain to public health who could be called on to assist in completing delayed tasks.
3	<p><u>Time constraints on members and relevant partners side</u> – Needs analysis mapping and study tasks in WP2, WP4 and WP5 will rely on Members to take the time to respond to surveys (WP2, WP4) and Partner Associations and provide study information (WP5).</p> <p>The likelihood of this risk is low to medium.</p>	WP2, WP4, WP5	Survey and study launches will be timely and well designed to extract the required response in the most time efficient way. Reminders will be sent to well in advance of deadlines to allow members and partners flexibility to schedule a time to respond. If necessary, response deadlines may be extended slightly.
4	<p><u>Web security</u> – The website or IT infrastructure could be subject to cyberattack or hacking.</p> <p>The likelihood of this risk is low.</p>	WP5	State of the art cybersecurity will be put in place on the new website and infrastructure. Our contracted IT support is available on demand to deal with a security breach.

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3. IMPACT

3.1 Impact

Impact

Define the impact of your organisation's activities (both generally and with regard to the proposed activities).

Describe the problem and evidence base for your activities.

Who are your target groups? How will the target groups benefit concretely from the project and what would change for them?

Describe how effective your organisation is in its outreach.

Through its activities and service to members ASPHER's impacts the public health landscape across Europe, ensuring the capacity and quality of a public health workforce that is ready to face the complex and emerging health challenges of the Union and beyond. The Association does so by supporting our members to provide good practice training and education in public health, assisting them to review and adjust their curriculum and offers to respond to the current and future demands to promote, protect and improve health. The Association works to ensure that public health is an attractive and rewarding career path that is able to retain the young people who choose to serve the public's health and that they have access to the opportunities and life-long learning to advance over the course of their careers. Good training is vital in our efforts to educate new generations of public health professionals who will improve and protect the health of the people we serve, and the health of our environment and planet.

As so often happens, only when disaster strikes is public health thrust into the limelight, calling on its unique understanding of the intersection between health, politics and society to save lives. The devastating experience of the COVID-19 pandemic has dramatically unmasked a chronic lack of investment in public health even as the profile of the public health workforce has been raised. Many countries have struggled to deliver essential public health functions - the most cost-effective, comprehensive and sustainable way to enhance people's health and reduce the burden of disease.

Already before the COVID-19 pandemic, disparities were evident within and across countries and regions, and fragmented approaches to public health workforce development in terms of policies, planning, implementation, and monitoring and several international resolutions had indicated the importance of strengthening the competencies of the health workforce to achieve the Sustainable Development Goals and universal health coverage. At the global level, the United Nations High-Level Commission on Health Employment and Economic Growth set out 10 recommendations and five immediate actions on transforming the health workforce for achieving the Sustainable Development Goals. This included a recommendation to scale up transformative, high-quality education and lifelong learning and shift education models away from narrow specializations to focus on lifelong building of locally relevant competencies.

Further consensus has consolidated since COVID-19, with the Rome Declaration, the G20 Italy and a series of World Health Assembly resolutions (WHA69.1, WHA69.19, WHA74.7, WHA74.14) recognizing the need to build health workforce capacity to deliver Essential Public Health Functions, including emergency preparedness and response, and the urgency with which actions must be put into place. These position the concept of "workforce readiness" alongside the discussion of "country readiness" for the next emergency.

The public health workforce is at the heart of this effort. Yet, the essential role and impact of the workforce involved in delivering these functions has been overlooked. Building from the consensus above, the WHO in its Public Health and Emergency Workforce Roadmap has identified the three critical action areas: (i) Defining the essential public health functions and sub-functions for national contexts, including a focus on emergency preparedness and response; (ii) Strengthening competency-based education for the provision of the essential public health functions; and (iii) Mapping and measurement of occupations delivering public health functions

Our primary target group with this proposal is our institutional members (schools and programmes of public health education and other institutions offering continuing professional development and training in public health) including their faculty, students and alumni.

At the institutional level, members will be able to benefit from development of the ASPHER PEER review service (WP2) with guidance anchored in proven good practices as they look to develop, restructure or modernize their programmes to train their students to be ready to meet current and future health challenges.

Faculty will benefit from engagement with better resourced task forces and working groups (WP2) as well as enhanced IT infrastructure (WP3) to access and deposit materials through the online Public Health Training, and Practical Knowledge & Engagement Hubs.

Students and Alumni will benefit through improvements to their educational programmes and proven effective training at member institutions. While they will also see enhanced opportunities to participate directly with the Association through the Next Generation Platform developments (WP4) boosting the

ASPHER Fellowship scheme, and mobilizing student and alumni networks; as well as better infrastructure supporting them through the Career Development & Enhancement Hub (WP3).

Ultimately, in addressing the needs of our members and strengthening the institutions that provide the fundamental education and training of the public health workforce, ASPHER by extension impacts the ultimate target group of the entirety of the public and the population's health in Europe and beyond.

ASPHER has a proven track record of publications related to the work of the Association and its Task Forces, both in terms of the usual business and mission of the Association and in rapid response to specific health threats. When appropriate, ASPHER seeks to broaden the impact of this body of work by jointly publishing with or seeking the endorsement of other international and global organisations.

Indeed, ASPHER actively seeks to build effective partnerships with related public health and health organisations to maximise synergy, impact and outreach for activities and the interest of the public's health while minimising duplication and overlap. The Association has demonstrated what can be achieved when working in collaboration to maximise impact. The annual European Public Health Conference is a standout example, originally organised as a joint event bringing together the conferences of ASPHER, SESPAS and APDH with EUPHA in 2008.

ASPHER is now planning to truly realize the potential in the European Public Health community through WP5 which seeks to explore the state of art as to why Public Health is so fragmented with organisations working in silos and what are the relevant specificities and recommendations that may be taken to build synergy and consolidation for better impact and sustainability.

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3.2 Communication, dissemination and visibility

Communication, dissemination and visibility of funding

Describe the communication and dissemination activities which are planned in order to promote the activities/results and maximise the impact (to whom, which format, how many, etc.). Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.

Describe how the visibility of EU funding will be ensured.

As the primary beneficiary of the planned activities the ASPHER membership will receive in depth reporting communications of the activities through presentations, demonstrations and workshops at the ASPHER General Assembly (M5) and the ASPHER Deans' & Directors' Retreat (M9). These meetings serve as major events in the Association's calendar gathering together large numbers of the delegates from across ASPHER's membership on the order of 90-300 attendees in part years. The communications to members at these events will serve as milestone checkpoints on progress of the Tasks on a trimester basis. Trimester newsletters will be produced to further disseminate checkpoint progress in M5, M9 and M12.

More frequent regular communications will be made to the ASPHER membership and others in the European Public Health community through the regular ASPHER newsletters (published approximately 8 times/year), the ASPHER website and blog, the ASPHER mailing list, and Twitter. These are the established outlets the Association uses for communications. Moreover, one of the key outputs of the activities is ASPHER's updated and rebranded website, which will be an exciting new interactive platform and the digital face of the Association essential for communication and impact. Other social media outlets will also be explored to maximize visibility to a wider audience such as TikTok for video media and Instagram for infographics.

Detailed technical information on activities and outputs will be disseminated to ASPHER members and relevant stakeholders within the European Public Health community through the deliverable reports. Stakeholders across the European Public Health community will also be reached through presentations and the ASPHER exhibition booth at the European Public Health (EPH) Conference (M11), Europe's largest annual public health conference bringing together up to 2500 delegates.

In addition to EPH, there will be the opportunity for global visibility at the World Congress on Public Health in Rome (M5) where ASPHER will run the This is Public Health (TIPH) Europe Campaign to feature the impacts European academic public health makes on the health of the Union's population. The TIPH Europe Campaign will then be targeted to a wider audience including the general public through campaign reporting videos made available through online channels such as YouTube and TikTok in addition to the ASPHER website.

ASPHER's rapid response task force outputs will be disseminated to policymakers and the Public Health Community through statements, technical reports and white papers. When appropriate, other relevant public health organisations will be invited to make joint statements or to endorse task force work –

maximizing visibility and impact. The EU Health Policy Platform (EU HPP) will be utilized to post materials, start discussions and seek endorsements from the EU health and public health communities. The rapid response task forces will make use of infographics and basic terms handbooks to communicate essential health information to the general public and increasing health literacy. Infographics will be disseminated through the trimester newsletters, the ASPHER website and social media such as Instagram.

Use of the EU emblem and acknowledgement of EU co-funding on all outputs related to the operating grant will ensure visibility of EU funding.

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4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING

4.1 Work plan

Work plan

Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).

WORK PACKAGE 1. GENERAL MANAGEMENT AND RUNNING OF THE ORGANISATION

TIMELINE M1-M12

WP1 is responsible for management and coordination activities (meetings for coordination, project monitoring and evaluation, financial management, progress reports, etc).

TASK 1.1 Management meetings (M1-M12)

T1.1 will entail following the schedule of Executive Board (EB) meetings. EB meetings take place every 2nd month, and will be held in Rome, Italy in the context of the WCPH in M5 and in Dublin, Ireland in the context of the Deans' & Directors' Retreat in M9. All other EB meetings will be online.

TASK 1.2 Project monitoring and evaluation (M1-M12)

T1.2 will take place with reporting to the General Assembly and the Deans' & Directors' Retreat. As well as in regular meetings by the ASPHER Executive Board, which will include online meetings every second month (M1, M3, M7, M11) and 2 in person meetings to be organised in Rome, Italy (M5) and Dublin, Ireland (M8). Selected members of the Executive Board and the Secretariat will form the ASPHER 2023 Core Evaluation Group.

The project year will be divided into a TRIMESTER approach with activities divided into three stages where appropriate and the meetings of the ASPHER General Assembly (M5) and the Deans' & Directors' Retreat (M9) serving as natural checkpoints and milestone events to report on progress to the ASPHER membership.

MILESTONE 1: ASPHER General Assembly (M5)

The ASPHER General Assembly will serve as the first checkpoint for reporting and evaluating the progress of work for the activities carried out.

MILESTONE 2: ASPHER Deans & Directors Retreat (M9)

ASPHER Deans' & Directors' conference will serve as the second checkpoint for reporting and evaluating the progress of work and a major communication and dissemination platform for the activities carried out.

DELIVERABLE 1.1 Final project report (M12)

DELIVERABLE 1.2 Quality report (M12)

WORK PACKAGE 2. MEMBERSHIP COORDINATION FOR RAPID RESPONSE AND PEER SCHEME

TIMELINE M1-M11

TASK 2.1 Mapping and needs analysis (M4-M6)

Mapping of members' expertise and needs to inform WP2 Tasks 2.2 and 2.3

TASK 2.2 Academic public health rapid response scheme enhancement (M1-M11)

T2.2 will be divided into three parts starting with a stock-take review of the work of ASPHER's Task Forces (M1-M4). A scheme will be drawn up to conceptualize the optimal way to leverage members expertise for academic public health rapid response considering amongst other issues; action in training and relevant capacity building efforts (M5-M9). Finally, the new scheme will be implemented and evaluated for improved performance and impact (M10-M11).

TASK 2.3 PEER service scheme enhancement (M5-M11)

Building on previous PEER review missions, including the most recent ones to EASP, Granada and NOVA University, Lisbon a manual will be proposed to members to direct the coordination of ASPHER PEER review missions. The PEER scheme will seek to provide guidelines to members on best practices for their educational and training programmes, acknowledging the aspiration of good corporate citizenship and social accountability given in the mission to improve the public's health. The manual will consist of two sections one with guidelines for PEER reviewers and one for member clients seeking the service.

MILESTONE 3: Presentation of task force review to the ASPHER General Assembly and updated web platforms of the existing task forces (M5)

MILESTONE 4: Workshop on the academic public health rapid response scheme at the Deans' & Directors' Retreat (M9)

MILESTONE 5: Workshop on the PEER review scheme at the Deans' & Directors' Retreat (M9)

DELIVERABLE 2.1 Mapping and needs analysis report (M6)

DELIVERABLE 2.2 Academic public health rapid response scheme guidelines and report of implementation (M11)

DELIVERABLE 2.3 PEER service manual (M11)

WORK PACKAGE 3. ENHANCING THE ASSOCIATION ONLINE INFRASTRUCTURE

TIMELINE M1-M12

TASK 3 Website development (M1-M12)

Building on the redesign of the ASPHER website that is already underway, this WP will finalize the updated core website and membership module (M6) and create the new interactive HUB platform for resources sharing including: (1) Public Health Training HUB; (2) Public Health Practical Knowledge & Engagement HUB; and (3) Public Health Career Development & Advancement HUB (M12).

MILESTONE 6: Demonstration of the new website design and interactive hubs update for further dynamic tools development at the Deans' & Directors' Retreat (M9)

DELIVERABLE 3.1 Functional website (M6)

DELIVERABLE 3.2 HUB platform (M12)

WORK PACKAGE 4. ENHANCING THE ASSOCIATION NEXT GENERATION AGENDA

TIMELINE: M1-M12

TASK 4.1 Boosting the fellowship scheme (M1-M12)

T4.1 will be divided into three stages including (Stage 1) a stock-take of the activity of current ASPHER Fellows with short report at the ASPHER General Assembly (M1-M5); (Stage 2) a review of other relevant early career networks (such as EUPHAnxt, EuronetMRPH, Young Forum Gastein...) for synergies with the proposed fellowship scheme (M5-M9) – this will be a novel approach brought to its full potential and scope in WP5; and (Stage 3) a short report and call for new Fellows at the Deans' and Directors' Retreat (M9), with the intake for 2024 completed by M12.

TASK 4.2 Mobilization of students and alumni networks (M1-M11)

T4.2 will be divided into three stages beginning with (Stage 1) a mapping of exiting students and alumni networks across ASPHER membership with a short report and catalogue of networks presented to the ASPHER General Assembly (M1-M5). (Stage 2) ASPHER Young Professionals Programme will further develop draft guidelines for good practice students and alumni network functioning to be included in the enhanced ASPHER's PEER service scheme (T2.3) and presented as part of the PEER workshop at the ASPHER Deans' & Directors' Retreat (M5-M9). (Stage 3) The guidelines will be refined and published to accompany the PEER service manual (D2.3) (M10-M11).

MILESTONE 7: Stage 1 presentation reports of T4.1 and T4.2, and alumni network catalogue (T4.2) at ASPHER General Assembly (M5)

MILESTONE 8: Stage 2 presentation reports of T4.1 and T4.2 and call for new Fellows (T4.1) at ASPHER Deans' & Directors' Retreat (M9)

DELIVERABLE 4.1 Report from 2023 fellowship related activities with new/2024 intake of Fellows (M12)

DELIVERABLE 4.2 Guidelines for good practice public health students and alumni networks (M11)

WORK PACKAGE 5. SYNERGY AND CONSOLIDATION FOR BETTER IMPACT AND SUSTAINABILITY

TIMELINE: M2-M11

This work of WP5 is to realize the potential in the European public health community with different organisations too often working in silos. It will explore potential ways to improve collaboration and action more effective and efficient activities of the European public health networks.

TASK 5.1 Study of synergies of European public health organisations (M2-M9)

The T5.1 study will explore the current public health landscape in terms of key organisations and stakeholders, their membership base and missions and seek to understand how their work is fragmented and barriers to collaboration. They will seek relevant specificities and recommendations to take forward in T5.2.

TASK 5.2 Public health organisations interoperability manual (M9-M11)

Develop an interoperability manual for public health organisations with recommendations and methods to implement cooperative work to better serve the common interests of the European public health community and the health needs of the population. The manual will be ready for presentation at the European Public Health (EPH) Conference in Dublin, Ireland (M11) which is the European public health community's key event bringing together the public health organisations and other relevant stakeholders.

DELIVERABLE 5.1 Joint report with key public health stakeholders (M9)

DELIVERABLE 5.2 Interoperability manual (M11)

WORK PACKAGE 6. DISSEMINATION AND COMMUNICATION

TIMELINE M1-M12

WP 6 will operate on multiple levels: (1) Communication and reporting on activities to the ASPHER membership who will be the primary beneficiaries of the tasks undertaken by the operating grant; (2) Dissemination will target public health organisations and stakeholders informing about the ASPHER operating grant activities and how ASPHER members leverage academic expertise to contribute to promoting the public's health; (3) While the wider public health community and general public will be reached through social media, videos, newsletters and infographics. See also section 3.2 of the proposal on Communication, Dissemination and Visibility.

TASK 6.1 Organising ASPHER General Assembly (M1-M6)

Organisation of the ASPHER General Assembly which is the major administrative meeting of the ASPHER Membership where Association activities are reported and communicated to ASPHER's membership and which will be the first milestone checkpoint to communicate and report from operating grant activities. The 2023 ASPHER General Assembly will be held in the context of the WCPH in Rome, Italy.

TASK 6.2 TIPH Europe Campaign (M5)

The This is Public Health (TIPH) Europe Campaign will be held during the WCPH in Rome, Italy. It will seek to promote the work achieved by ASPHER and its members in support of Public Health and build awareness amongst public health stakeholders of how academic public health leverages its expertise to promote the public's health.

TASK 6.3 Organising ASPHER Deans' & Directors' Retreat (M3-M10)

Organisation of the presentation, workshops and reporting of all operating grant WP activities at the Deans' & Directors' Retreat to inform ASPHER's membership. This will be the second milestone checkpoint to communicate and report from operating grant activities. The 2023 ASPHER Deans' & Directors' Retreat will be held in Dublin, Ireland.

TASK 6.4 Regular communication and dissemination activities (M1-M12)

This Task will cover regular communications on operational activities for greater reach out and impact through the ASPHER website, blog and social media with trimester newsletters as key deliverables reflecting the trimester timeline approach.

DELIVERABLE 6.1 General Assembly report (M6)

DELIVERABLE 6.2 TIPH Europe Campaign video coverage (M5)

DELIVERABLE 6.3 Deans' & Directors' Retreat report (M10)

DELIVERABLE 6.4 Trimester Newsletters (M5, M9, M12)

4.2 Work packages, activities, resources and timing

WORK PACKAGES

Work packages

This section concerns a detailed description of the project activities.

*Group your activities into work packages. A **work package means a major sub-division of the project**. For each work package, enter an objective (expected outcome) and list the activities, milestones and deliverables that belong to it. The grouping should be logical and guided by identifiable outputs.*

Projects should normally have a minimum of 2 work packages. WP1 should cover the management and coordination activities (meetings, coordination, project monitoring and evaluation, financial management, progress reports, etc) and all the activities which are cross-cutting and therefore difficult to assign to another specific work package (do not try splitting these activities across different work packages). WP2 and further WPs should be used for the other project activities. You can create as many work packages as needed by copying WP1.

For Operating Grants, use WP1 for 'General management and running of the organisation' and the last WP for 'Dissemination and communication'.

Work packages covering financial support to third parties (⚠ only allowed if authorised in the Call document) must describe the conditions for implementing the support (for grants: max amounts per third party; criteria for calculating the exact amounts, types of activity that qualify (closed list), persons/categories of persons to be supported and criteria and procedures for giving support; for prizes: eligibility and award criteria, amount of the prize and payment arrangements).

⚠ Enter each activity/milestone/output/outcome/deliverable only once (under one work package).

⚠ Ensure consistence with the detailed budget table (if applicable).

Objectives

List the specific objectives to which the work package is linked.

Activities and division of work (WP description)

Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task.

*Show who is participating in each task: Coordinator (COO), Beneficiaries (BEN), Affiliated Entities (AE), Associated Partners (AP), indicating **in bold** the task leader. (n/a for OG)*

Add information on other participants' involvement in the project e.g. subcontractors, in-kind contributions.

Note:

In-kind contributions: In-kind contributions for free are cost-neutral, i.e. cannot be declared as cost. Please indicate the in-kind contributions that are provided in the context of the work package.

The Coordinator remains fully responsible for the coordination tasks, even if they are delegated to someone else. Coordinator tasks cannot be subcontracted.

If there is subcontracting, please also complete the table below.

Milestones and deliverables (outputs/outcomes)

***Milestones** are control points in the project that help to chart progress (e.g. completion of a key deliverable allowing the next phase of the work to begin). Use them only for major outputs in complex projects, otherwise leave the section empty. Please limit the number of milestones by work package.*

Means of verification are how you intend to prove that a milestone has been reached. If appropriate, you can also refer to indicators.

***Deliverables** are project outputs which are submitted to show project progress (any format). Refer only to major outputs. Do not include minor sub-items, internal working papers, meeting minutes, etc. Limit the number of deliverables to max 10-15 for the entire project. You may be asked to further reduce the number during grant preparation.*

For deliverables such as meetings, events, seminars, trainings, workshops, webinars, conferences, etc., enter each deliverable separately and provide the following in the 'Description' field: invitation, agenda, signed presence list, target group, number of estimated participants, duration of the event, report of the event, training material package, presentations, evaluation report, feedback questionnaire.

For deliverables such as manuals, toolkits, guides, reports, leaflets, brochures, training materials etc., add in the 'Description' field: format (electronic or printed), language(s), approximate number

of pages and estimated number of copies of publications (if any).

For each deliverable you will have to indicate a due month by when you commit to upload it in the Portal. The due month of the deliverable cannot be outside the duration of the work package and must be in line with the timeline provided below. Month 1 marks the start of the project and all deadlines should be related to this starting date.

The labels used mean:

Public — fully open (🚩 automatically posted online on the Project Results platforms)

Sensitive — limited under the conditions of the Grant Agreement

EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444. For items classified under other rules (e.g. national or international organisation), please select the equivalent EU classification level.

Work Package 1

Work Package 1: GENERAL MANAGEMENT AND RUNNING OF THE ORGANISATION					
Duration:		M1 – M12	Lead Beneficiary:		ASPHER
Objectives					
<ul style="list-style-type: none"> management and coordination activities (meetings, coordination, project monitoring and evaluation, financial management, progress reports, etc) 					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T1.1	Management meetings	T1.1 will entail following the schedule of Executive Board (EB) B meetings. EB meetings take place every 2 nd month and will be held in Rome in the context of the WCPH in M5 and in Dublin in the context of the Deans & Directors Retreat in M9. All other EB meetings will be online.	ASPHER, ASPHER Members	NA	No

T1.2	Project Monitoring and evaluation	Project monitoring and evaluation will take place with reporting to the General Assembly and the Deans & Directors Retreat. As well as in regular meetings by the ASPHER Executive Board, which will include online meetings every second month (M1, M3, M7, M11) and 2 in person meetings to be organized in Rome (M5) and Dublin (M9).			ASPHER	NA	Subcontracting of accounting services
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
MS1	Reporting to the ASPHER General Assembly	1	ASPHER	The ASPHER General Assembly will serve as the first checkpoint for reporting and evaluating the progress of work for the activities carried out.		M5	Registration and attendance records, meeting report
MS2	Reporting to the ASPHER Deans & Directors Retreat conference	1	ASPHER	ASPHER Deans & Directors conference which will serve as the second checkpoint for reporting and evaluating the progress of work and a major communication and dissemination platform for the activities carried out.		M9	Registration and attendance records, slide presentations of participants, meeting reporting
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1	Final project report	1	ASPHER	R — report	PU — Public	M12	Final report of the project activities and outcomes (English)
D1.2	Quality report	1	ASPHER	R — report	PU — Public	M12	Report of the quality monitoring of the project (English)

Estimated budget — Resources
See detailed budget table (annex 1 to Part B).

Work Package 2

Work Package 2: MEMBERSHIP COORDINATION FOR RAPID RESPONSE AND PEER SCHEME					
Duration:	M1 – M11	Lead Beneficiary:	ASPHER		
Objectives					
<ul style="list-style-type: none"> ▪ improve the membership benefit offer to members ▪ enhance membership engagement with ASPHER, leveraging experience for public health rapid response ▪ provide PEER review scheme to members with guidance on good practices in public health education and training 					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T2.1	Mapping and needs analysis	Mapping of members' expertise and needs to inform WP2 Tasks 2.2 and 2.3	ASPHER, ASPHER Members	NA	No
T2.2	Academic PH rapid response scheme enhancement	1) Review of task force work to date, 2) draft scheme conceptualization for the functioning of the task forces for rapid response, 3) new scheme implementation with evaluation of impact/performance improvement	ASPHER, ASPHER Members	NA	No

T2.3	PEER service scheme enhancement	Development of the ASPHER PEER review service scheme	ASPHER	NA	No		
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification	
MS3	Presentation of task force review (T2.2)	2	ASPHER	Presentation to the General Assembly of the review of task force activities and updated web platforms of the three existing task forces	M5	General Assembly report, webpages	
MS4	Workshop on task force scheme (T2.2)	2	ASPHER	Workshop on the enhanced rapid response scheme at the Deans & Directors Retreat conference	M9	meeting reporting	
MS5	Workshop on PEER service scheme (T2.3)	2	ASPHER	Workshop on the PEER service scheme at the Deans & Directors Retreat conference	M9	meeting reporting	
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D2.1	Mapping and needs analysis report	2	ASPHER	R — report	PU — Public	M6	Report of the mapping and needs analysis of ASPHER members (English)
D2.2	Academic PH rapid response scheme guidelines and report of implementation	2	ASPHER	R — Document	PU — Public	M11	Guidelines for implementation of the academic public health rapid response scheme and report of implementation (English)

D2.3	PEER service scheme manual	2	ASPHER	R — Document	PU — Public	M11	PEER service scheme manual with two sections: one with guidelines for the PEER service reviewers and one for the clients seeking services (English)
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Estimated budget — Resources

See detailed budget table (annex 1 to Part B).

Work Package 3

Work Package 3: ENHANCING THE ASSOCIATION ONLINE INFRASTRUCTURE

Duration:	M1 – M12	Lead Beneficiary:	ASPHER
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Objectives

- enhance ASPHER’s online infrastructure with an updated website and membership module
- create an interactive online platform tool consisting of three hubs: PH training hub; PH practical knowledge and engagement hub; PH career development and advancement

Activities and division of work (WP description)

Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP,	

					OTHER)		
T3.1	ASPHER website update	Update of the core website content and membership module for the newly designed ASPHER website	ASPHER	NA	Subcontracting of IT support		
T3.2	PH Hub Platform	Development of the online PH Hub platform consisting interactive resources sharing hubs in three areas: PH training hub; PH practical knowledge and engagement hub; PH career development and advancement	ASPHER	NA	Subcontracting of IT support		
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
MS6	Demonstration of the ASPHER website and interactive hubs	3	ASPHER	Demonstration of the newly designed ASPHER website and interactive hubs at the ASPHER Deans & Directors Retreat		M9	Meeting report
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D3.1	ASPHER Website	3	ASPHER	DEC —Websites	PU — Public	M6	The newly redesigned ASPHER website will be launched with all core ASPHER information and materials as well as the updated membership module (English)
D3.2	PH Hub Online Platform	3	ASPHER	DEC —Websites	PU — Public	M12	The PH Hub will be an interactive online space to share resources in three areas: PH training

							hub; PH practical knowledge and engagement hub; PH career development and advancement (English)
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Estimated budget — Resources
See detailed budget table (annex 1 to Part B).

Work Package 4

Work Package 4 ENHANCING THE NEXT GENERATION AGENDA					
Duration:	M1 – M12	Lead Beneficiary:	ASPHER		
Objectives					
<ul style="list-style-type: none"> ▪ boost ASPHER’s existing fellowship scheme working in collaboration with other PH organisations with early career professional networks ▪ mobilize student and alumni networks 					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T4.1	Boosting the fellowship scheme	T4.1 will be divided into three stages with a stock-take of the activity of current Phase 1 ASPHER	ASPHER, Partner	NA	No

		Fellows with short report at ASPHER GA (M1-M5). Phase 2 will explore with other relevant early career and alumni networks for synergies for Fellows contributing to competencies and core curriculum especially: EUPHAnxt, EuronetMRPH, Young Forum Gastein and Europubhealth students and alumni network – so they may integrate with the fellowship rather than operating in isolation. (M5-M8). A short report and call for Fellows will be made at the ASPHER Deans and Directors Retreat (M9) with Phase 2 Fellows intake for 2024 completed by (M12).	Associations		
T4.2	Mobilization of students and alumni networks	T4.2 will be divided into three stages beginning with a mapping of exiting early career and alumni networks in public health in Europe with a short report and catalogue of networks presented to the ASPHER GA (M1-M4). ASPHER Young Professionals Programme (YPP) will develop draft guidelines for good practice PH early career and alumni network functioning to be included with ASPHER's PEER service (T2.3). The draft will be presented as part of the PEER workshop at the ASPHER Deans & Directors Retreat (M5-M9). The draft guidelines will be refined based and published to accompany the PEER Service Manual (D2.3) (M10-M11).	ASPHER	NA	No

Milestones and deliverables (outputs/outcomes)

Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification
MS7	Presentation reporting of stage 1 (T4.1 & T4.2)	4	ASPHER	Stage 1 presentation reports of T4.1 and T4.2 and alumni network catalogue (T4.2) at ASPHER General Assembly	M5	
MS8	Presentation reporting of stage	4	ASPHER	Stage 2 presentation reports of T4.1 and T4.2 and call for new Fellows (T4.1) at	M9	

2 (T4.1 & T4.2)		ASPHER Deans & Directors Retreat					
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D4.1	Report from 2023 fellowships and intake of Fellows	4	ASPHER	R — report	PU — Public	M12	Report from 2023 fellowship related activities with intake of new Fellows (English)
D4.2	Guidelines for PH early career and alumni networks	4	ASPHER	R — document	PU — Public	M11	Guidelines for good practice PH early career and alumni network functioning to accompany the PEER Service Manual (D2.3) (English)

Estimated budget — Resources

See detailed budget table (annex 1 to Part B).

Work Package 5

Work Package 5: SYNERGY AND CONSOLIDATION FOR BETTER IMPACT AND SUSTAINABILITY

Duration: M2 – M11 **Lead Beneficiary:** ASPHER

Objectives

- gain an understanding of current PH Associations operating in Europe, their membership, missions and activities and identify barriers to their collaboration
- provide guidance on identifiable areas of common interest and methods for cooperation to better serve the health needs of the European public

Activities and division of work (WP description)							
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)		
			Name	Role (COO, BEN, AE, AP, OTHER)			
T5.1	Study of synergies of European PH organisations	The T5.1 study will explore the current PH landscape in terms of key international organisations and stakeholders, their membership base and missions and seek to understand how their work is fragmented and barriers to collaboration. They will seek relevant specificities and recommendations to take forward in T5.2.	ASPHER	NA	Subcontracting of expert consultant		
T5.2	PH Organisations Interoperability manual	Develop an interoperability manual for PH organisations with recommendations and methods to implement cooperative work to better serve the common interests of the Associations and the health needs of the population. The manual will be ready for presentation at the EPH conference in Dublin (M11) which is the European PH community's key event bringing together the PH organisations and other relevant stakeholders.	ASPHER	NA	Subcontracting of expert consultant		
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D5.1	Joint report on synergies of	5	ASPHER	R — report	PU — Public	M9	Report of the findings of the T5.1 study of

	European PH organisations						European PH organisations and recommendations for synergies (English)
D5.2	PH Organisations Interoperability manual	5	ASPHER	R — Document,	PU — Public	M11	Interoperability manual for PH Associations with recommendations and methods to implement cooperative work between European PH organisations (English)

Estimated budget — Resources
See detailed budget table (annex 1 to Part B).

Work Package 6

Work Package 6: DISSEMINATION AND COMMUNICATION			
Duration:	M1 – M12	Lead Beneficiary:	ASPHER
Objectives			
<ul style="list-style-type: none"> ▪ informing and communicating operating task developments to the ASPHER Membership, the primary beneficiaries of the activities ▪ disseminating information to other PH stakeholders about ASPHER activities and ASPHER Members who leverage academic expertise to contribute to the public's health 			
Activities and division of work (WP description)			

Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T6.1	ASPHER General Assembly	Organisation of the ASPHER General Assembly (GA) which is the major administrative meeting of the ASPHER Membership where Association activities are reported and communicated to our Members who are the primary beneficiaries of the operating tasks.	ASPHER, ASPHER Members	NA	No
T6.2	TIPH Europe Campaign	Organisation of the ASPHER General Assembly (GA) which is the major administrative meeting of the ASPHER Membership where Association activities are reported and communicated to ASPHER's Membership and which will be the first milestone checkpoint to communicate and report from operating grant activities. The 2023 ASPHER GA will be held in the context of the WCPH in Rome, Italy.	ASPHER, ASPHER Members, ASPHER Fellows	NA	Subcontracting of media support
T6.3	Deans & Directors Retreat Reporting	Organisation of the presentation, workshops and reporting of all operating grant AP activities at the ASPHER Deans & Directors Retreat to inform ASPHER's membership. This will be the second milestone checkpoint to communicate and report from operating grant activities. The 2023 ASPHER Deans & Directors Retreat will be held in Dublin, Ireland.	ASPHER, ASPHER Members, ASPHER Fellows	NA	No
T6.4	Regular communication and dissemination activities	This Task will cover regular communications on operational activities for greater reach out and impact through the ASPHER website, blog and social media with trimester newsletters as key deliverables reflecting the trimester timeline approach.	ASPHER, ASPHER Fellows	NA	No

Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D6.1	ASPHER General Assembly report	6	ASPHER	R —report	PU — Public	M6	Report of the ASPHER General Assembly including all communications on operating Grant task progress. (English)
D6.2	TIPH Europe Campaign video coverage of campaign at WCPH	6	ASPHER	DEC —Websites, videos	PU — Public	M6	Video coverage of the TIPH Europe campaign at WCPH to be made available online. (primarily English, other languages possible)
D6.3	Deans & Directors Retreat report	6	ASPHER	R —report	PU — Public	M10	Report of the ASPHER Deans & Directors Retreat including all communications, presentations and workshops on operating grant progress. (English)
D6.4	Trimester Newsletters	6	ASPHER	R - document	PU — Public	M5, M9, M12	Three newsletters will be produced – one for each of the project trimesters. They will amplify the reporting to the General Assembly, the Deans & Directors Retreat and the

							final reporting making it accessible to a wider audience.
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Estimated budget — Resources
See detailed budget table (annex 1 to Part B).

Subcontracting

<p>Subcontracting</p> <p><i>Give details on subcontracted project tasks (if any) and explain the reasons why (as opposed to direct implementation by the Beneficiaries/Affiliated Entities).</i></p> <p><i>Subcontracting — Subcontracting means the implementation of ‘action tasks’, i.e. specific tasks which are part of the EU grant and are described in Annex 1 of the Grant Agreement.</i></p> <p>Note: <i>Subcontracting concerns the outsourcing of a part of the project to a party outside the consortium. It is not simply about purchasing goods or services. We normally expect that the participants have sufficient operational capacity to implement the project activities themselves. Subcontracting should therefore be exceptional.</i></p> <p><i>Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; no subcontracting of coordinator tasks).</i></p>						
Work Package No	Subcontract No (continuous numbering linked to WP)	Subcontract Name (subcontracted action tasks)	Description (including task number and BEN/AE to which it is linked)	Estimated Costs (EUR)	Justification (why is subcontracting necessary?)	Best-Value-for-Money (how do you intend to ensure it?)
WP1	S1.1	Accounting	T1.2 Bookkeeping, auditing, ensuring compliance with tax and employment codes	1,640	Engagement of an accounting professional is necessary to ensure good financial bookkeeping, compliance with tax and employment codes, etc. This is outside the scope of expertise of the employed secretariat.	The financial operations of the Association do not rise to the level required to keep an accountant on staff. Subcontracting accounting work ensures best value for money.
WP3	S3.1	IT support	T3.1 and T3.2. Development of the new	12,500	IT support to build a complex website requires	The IT team already contracted by ASPHER

			ASPHER website (T3.1) and interactive hubs (T3.2).		extensive and specific technical expertise that is outside the scope of the Association's staff profiles.	creates a user-friendly website CML infrastructure that allows ASPHER secretariat to easily maintain the website and add content. This minimizes the services required by outside IT support once the website structure is created ensuring best value for money.
WP5	S5.1	Expert consultant	Development and running of the study of PH synergies (T5.1) and development of the interoperability manual (T5.2)	5,000	One or two external expert consultants will be contracted to conduct the WP5 study and produce the Interoperability Manual. The work of this WP requires a short-term investment in added expert capacity (ideally with a perspective from outside of the ASPHER context) that will result in long-term added value to the Association and the functioning of PH in Europe.	As this work requires a short-term investment of expert capacity for specific work it is better value for money to temporarily contract with an external party than to hire additional staff.
WP6	S6.1	Media Support	Filming and editing of the TIPH Europe campaign videos (T6.2)	2,500	Media expertise that is not within the profile of the secretariat will be required for the filming and videos resulting from the one-time TIPH event.	At least 3 potential media service candidates will be reviewed to determine the services they can offer and their fees to determine the best service offered for the best price.
Other issues:			Subcontracting for the project does not go beyond 30% of eligible costs.			

If subcontracting for the project goes beyond 30% of the total eligible costs, give specific reasons.

Timetable

Timetable												
<i>Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.</i>												
Note: Use the project month numbers instead of calendar months. Month 1 marks always the start of the project. In the timeline you should indicate the timing of each activity per WP.												
ACTIVITY	MONTHS											
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12
WORK PACKAGE 1	NA											
TASK 1.1	NA											
TASK 1.2	NA											
WORK PACKAGE 2	NA											
TASK 2.1	NA											
TASK 2.2	NA											
TASK 2.3	NA											
WORK PACKAGE 3	NA											
TASK 3.1	NA											
WORK PACKAGE 4	NA											
TASK 4.1	NA											
TASK 4.2	NA											
WORK PACKAGE 5	NA											
TASK 5.1	NA											
TASK 5.2	NA											
WORK PACKAGE 6	NA											
TASK 6.1	NA											
TASK 6.2	NA											
TASK 6.3	NA											
TASK 6.4	NA											

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5. OTHER

5.1 Ethics

Ethics

If the Call document contains a section on ethics, describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

As required in the Call document, ASPHER complies with all rules as described in the Model Grant Agreement (art 14 and Annex 5). ASPHER strives for ethical and transparent practices in all our activities.

#§ETH-ICS-EI§# #@SEC-URI-SU@#

5.2 Security

Security

If the Call document contains a section on security, describe security issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Indicate if there is need for EU classification of information (Decision [2015/444](#)) or any other specific security measures.

There is no section on security described in the Call document and the action does not foresee the collection of confidential or EU-classified information. However, ASPHER does strive to maintain good security measures for electronic data to avoid hacking and contracts with IT support for quick remedy if any breach is suspected or detected.

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6. DECLARATIONS

Rate of use for the project

Declare the rate of use for the project (i.e. the percentage of your organisation's activities which is eligible under this grant, meaning the percentage of activities that comply with the policy objectives of the call, is inside the geographic area of eligibility, etc as compared to the percentage of activities that are ineligible). Make sure this information is consistent with the rate specified in section 1.1 and in the detailed budget table (if any).

Rate of use for the project: 20%

Double funding

 *Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).*

Information concerning other EU operating grants

YES/NO

We confirm that to our best knowledge we do not benefit from any other EU operating grant for the same period. If NO, explain and provide details.

Yes

We confirm that we will not request any other EU operating grant for the same period. If NO, explain and provide details.

Yes

Financial support to third parties (if applicable)

If your project requires a higher maximum amount per third party than the threshold amount set in the Call document, justify and explain why this is necessary in order to fulfil your project's objectives.

N/A

#§DEC-LAR-DL§#

ANNEXES

LIST OF ANNEXES

Standard

Detailed budget table (annex 1 to Part B) — *mandatory*

CVs (annex 2 to Part B) — *mandatory, if required in the Call document*

Annual activity reports (annex 3 to Part B) — *mandatory, if required in the Call document*

List of previous projects (annex 4 to Part B) — *mandatory, if required in the Call document*

Special

Other annexes (annex X to Part B) — *mandatory, if required in the Call document*

LIST OF PREVIOUS PROJECTS

List of previous projects					
<i>Please provide a list of your previous projects for the last 4 years.</i>					
Participant	Project Reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, AE, OTHER)	Amount (EUR)	Website (if any)
ASPHER	SEEEPHI Sharing European Educational Experience in Public Health for Israel (618578-EPP-1-2020-1-BE-EPPKA2-CBHE-JP). Co-funded by EU ERASMUS+ Key Action 2: Capacity Building in the Field of Higher Education	15/01/20-14/01/23	COO	886,907.77	https://seeephi.aspher.org
ASPHER	BEWELL Blueprint alliance for a future health workforce strategy on digital and green skills (Grant Agreement number 101056563) Co-funded by EU ERASMUS+	2022-2026	OTHER – advisory board member	0	https://bewell-project.eu
ASPHER	Europubhealth+ European Health Master (610563-EPP-1-2019-1-FR-EPPKA1-JMD-MOB) Co-funded by EU ERASMUS+	01/09/19 - 31/08/25	AE – associated partner	0	https://www.europubhealth.org
ASPHER	VXTRAIN SPECIFIC CONTRACT No 1 ECD.12108 ID.12922 Funded by ECDC	07/21-06/22	COO	105,000	
ASPHER	UCCAIDE Updating core competencies in applied infectious disease epidemiology SERVICE CONTRACT NUMBER—ECD.11107 Funded by ECDC	03/20-11/21	COO	118,500	https://www.aspher.org/uccaide.html
ASPHER	INFAC T Joint action on health information (project 801553 InfAct) EU Health Programme	03/18-03/21	Other – External Evaluation	3,000	https://www.inf-act.eu
ASPHER	WHO-ASPHER PHW professionalisation road	2018-2022	BEN	20,000	https://www.aspher-

	map Funded by WHO				roadmap-to-professionalization.html
ASPHER	WHO-ASPHER competency framework for the European PHW Funded by WHO	2018-2020	COO	20,000	https://www.aspher.org/who-aspher-competency-framework-phw.html
ASPHER	MIG-H TRAINING Funded by DG SANTE 3 rd EU Health Programme	12/17-08/18	AE - Partner	15,000	https://www.aspher.org/migration-health-training-actions.html
ASPHER	TRAIN4M&H Funded by DG SANTE 3 rd EU Health Programme	2018-2019	AE - Partner	30,000	https://www.aspher.org/migration-health-training-actions.html

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	15.04.2021	Initial version (new MFF).
2.0	01.06.2022	Consolidation, formatting and layout changes. Tags added.