



Stakeholder proposals for ESPON Targeted Analyses

FAQs - Frequently asked questions

1. Is there a **recommended number of stakeholders** that should get together to submit a stakeholder proposal?
 - There is no recommended number of stakeholders as such. Depending on the scope of the targeted analysis in question, the themes to be addressed, the tasks to be implemented and the envisaged outcomes, it can be an advantage to involve either more or less stakeholders.

Experience from previous targeted analyses has shown that stakeholders often benefited of the inclusion of other stakeholders and the cooperation in the implementation of the activity. However, it is up to each applicant to judge the appropriate number of stakeholders to be involved.
2. Is it possible to include **more than one stakeholder from the same member state** in a proposal for a targeted analysis?
 - It is possible to include more than one stakeholder from the same member state in a stakeholder proposal for a targeted analysis.
3. Can partner **stakeholders join after submission** of the stakeholder proposal, or do all partners have to be declared with the submitted application?
 - All partners that wish to act as stakeholders in a targeted analysis project need to be mentioned in the stakeholder application submitted to the EGTC and need to prove their commitment with a letter of commitment. After the selection of a stakeholder proposal the inclusion of additional stakeholders is not possible anymore. However, if all participating stakeholders agree, potential additional stakeholders could be invited to participate in steering committee meetings as observers.
4. Can **associations from third countries** (i.e. non-EU member states) participate in a targeted analysis and if so, under which conditions?
 - Associations from third states can participate in a targeted analysis as observers in the project's steering committee, if the actively participating stakeholders wish so.
5. How is the targeted analysis **funded**? Do stakeholders have to define a dedicated budget?
 - ESPON commissions and fully finances the experts that carry through the analytical work to provide territorial evidence to the stakeholders. Stakeholders don't contribute financially to the commissioning of these experts. However stakeholders need to invest time in supporting the ESPON EGTC in:

- Drafting the terms of reference for the respective targeted analysis;
- Participating in the evaluation of tenders at the EGTC premises in Luxembourg;
- Participating in 3-4 meetings with the ESPON EGTC and the team of experts carrying through the analysis;
- Supporting the team of experts by providing access to data/information and being available for interviews;
- Commenting on project deliveries;
- Supporting the uptake and transfer of results of the targeted analysis via communication activities.

In this context stakeholders need to cover their own travel expenses for attending meetings related to the targeted analysis.

6. Is there a **preferable territorial dimension** for a targeted analysis, e.g. should it cover a national territory or rather a larger territory like a macro-region?

- There is no preferable territorial dimension for a targeted analysis as such. Depending on the scope of the targeted analysis in question, the tasks to be implemented and the envisaged outcome, it can be an advantage to either limit or extend the territorial coverage of the analysis. It is ultimately up to each applicant to judge the appropriate territorial coverage of the targeted analysis in question. The basic idea of targeted analyses is to provide a European perspective and add an understanding of the wider territorial context.

7. What does it mean exactly that targeted analyses should **make use of relevant existing ESPON results**?

- Generally, proposals for targeted analyses should reflect that stakeholders have thought about which existing ESPON evidence they would like to make use of in carrying through their project idea. The ESPON evidence mentioned in this respect should be thematically related to the scope and tasks of the proposed activity. The use of existing ESPON results can come in different ways depending on the scope of the targeted analysis. Existing territorial evidence such as concepts, indicators and data can be taken as starting point for the targeted analysis. They are one source of information, supporting the presence of a European perspective in the project. In addition, there is normally a need for complementary knowledge, information and data related to the specific territory addressed by the analysis. The latter need to be provided by stakeholders involved in the targeted analysis or they should facilitate access to it. Experience has shown that both inputs, existing ESPON evidence from a European level and territory specific information are required for the targeted analyses to become useful. In case the data requirements can already be specified in the stakeholder proposal this would be helpful but it is not compulsory.