

CLUSTER

advanCing youth and women social inclUSion in The mEditerRanean (C_A.3.1_0014) - WP3 (O.3.1)

Methodology Report

ARCES Association (PP1)
10/05/2022

Author
Simone Marsala

This document has been produced with the financial assistance of the European Union under the ENI CBC Mediterranean Sea Basin Programme. The contents of this document are the sole responsibility of the ARCES Association and can under no circumstances be regarded as reflecting the position of the European Union or the Programme management structures. The project's total budget is € 1,108,162.62 and it is financed for an amount of €997,346.36 (90%) by the European Union (2014-2020 ENI CBC Med Programme).



CLUSTER

Summary

Introduction 3

Partners involved in the profiling and needs assessment of NEETs and women (A.3.1.1) 3

Selected areas where activities will be implemented in each Project Country 4

Methodology 4

Tools to be adopted for profiling activities 5

Profiling reports..... 8

- Characteristics that a report must have..... 8
- Data to be included in the report..... 9

Implemented by

Introduction

The Methodology Report is a document produced by ARCES (PP1) as coordinator of the Work Package n°3 "Needs Assessment and Benchmarking of Successful Experiences and Efficient Practices" and its related activities.

This report represents one of the deliverables contributing to the achievement of the Output 3.1 "NEETs profiling reports and methodology report" inserted within the Work Package number 3, which is part of the project "CLUSTER - advanCing youth and women social inClUSion in The MEditerRanean" funded by the European Union under the framework of the ENI CBC Mediterranean Sea Basin Programme.

This document aims at describing the methodology used to carry out the profiling activities of NEETs and women (A.3.1.1 - Profiling and needs assessment of NEETs and women") carried out by all partners of the CLUSTER project, aimed at representing a guide in the drafting of the 7 Profiling Reports (one for each country involved in the project).

Partners involved in the profiling and needs assessment of NEETs and women (A.3.1.1)

Partner	Name	Country
BEN	<i>European Institute of the Mediterranean (IEMed)</i>	<i>Spain</i>
PP1	<i>ARCES Association</i>	<i>Italy</i>
PP2	<i>Cyprus Chamber of Commerce and Industry (CCCI)</i>	<i>Republic of Cyprus</i>
PP3	<i>CDE Petra Patrimonia</i>	<i>France</i>
PP4	<i>National Agriculture Research Center (NARC)</i>	<i>Jordan</i>
PP5	<i>Business Development Center (BDC)</i>	<i>Jordan</i>
PP6	<i>Business Women Forum (BWF)</i>	<i>Palestine</i>
PP7	<i>General Agency For Regional Development (CGDR)</i>	<i>Tunisia</i>

Implemented by



Selected areas where activities will be implemented in each Project Country

- **Spain:** Autonomous Community of Catalonia
- **Italy:** Sicily
- **Cyprus:** territory of the Republic of Cyprus
- **France:** South Region - Provence-Alpes-Côte d'Azur
- **Jordan:** Tafyilah Governorate
- **Jordan:** Tafyilah Governorate
- **Palestine:** Bethlehem Governorate
- **Tunisia:** Nabeul Governorate

Methodology

A) Preparatory phase

This phase is considered as a **preliminary phase** needed to set out the profiling activities, which are needed to achieve the Output 3.1. All PPs will be required to decide what tools should be used to communicate during the activity implementation, to provide socio-economic data and to decide, through a collaborative approach, the methodology to be adopted during the implementation of the related activities. Below are mentioned the tasks to be undertaken by PPs:

- 1) **WP3 launching meeting**
- 2) Selection of a **WP3 responsible** for each Project Partner.
- 3) **Creation of e tools** needed for the WP3 and 3.1.1 Activity, i.e.: online shared folder; WhatsApp group, any other tool needed for an effective and smooth communication.
- 4) Collection of basic data from each PP through the **Contex Data Gathering Tool**, with the aim of getting a short context analysis of each country, including information useful for the profiling phase (i.e.: country population; selected area where the NEETs and women profiling will be implemented; unemployment rate by country/region, gender, age; stakeholders to involve; main channels of information and sources).
- 5) Establishment of a representative **sample of NEETs and women to be profiled in each country/area**. As established in the AF, a total of 1925 NEETs (in particular women) must be trained (WP4) at the project level.

Since the consortium includes partners from 7 different Mediterranean countries that have very different characteristics, (i.e., composition of the population, youth unemployment rate and percentage of NEETs) all PPs jointly decided to not assign automatically the same number of people to be profiled in each country¹. The adopted

¹ Project coordination meeting held on

Implemented by



CLUSTER

methodology assigns a higher number of NEET to the three south-Mediterranean countries according the following indicators: 232 NEETs and women to be profiled in each EU country (925 as total) and 333 in each south Mediterranean country (1000 as a total).

B) Profiling phase

This phase is considered as the **operational phase**, in which all Project partners were involved in the profiling and needs assessment of the project target groups, such as analysis of the collected data. The end of this phase is represented by the production of 7 profiling reports, in which must be shown the results of the data collection and data analysis. Below are mentioned the tasks to be undertaken by each project partner:

- 1) **Designing of the e-form** for the NEETs and Women profiling (few and simple questions), and translation into local languages.
- 2) **Selection of tools/e-tools** for the profiling activities (Google module, paper sheets).
- 3) **Database building** with contacts of people belonging to target groups to be profiled (i.e. NEETs and women, SEAs-business operators, SEAs-social actors).
- 4) **Contact making** (interviews, calls, e-mail, info days, P2P meetings, etc.) with local NEETs (i), delivery of e-forms (ii) and data collection (iii) by each project partner.
- 5) **Data Analysis** by each Project partner.
- 6) Production of a **Report** concerning NEETs and women profiling and Needs assessment (one for each Partner country) by following instructions included into the Methodology Report.
- 7) **Monitoring** of the profiling activities: every two weeks each project partner will be required to fill a table (the so called “**Monitoring profiling tool**”) with the number of forms delivered to potential respondents belonging to project target groups and with the exact number of questionnaire filled. ARCES, will be in charge of collecting such statistics coming from the PPs with the final aim to monitoring the indicators, ensuring at the same time a correct implementation of the project activities.

Tools to be adopted for profiling activities

- **WHATSAPP GROUP, GOOGLE DRIVE SHARED FOLDER, E-MAILS**
- **SOCIAL NETWORKS:, INSTAGRAM, TWITTER, TELEGRAM CHANNELS, FACEBOOK (INCLUDING ONLINE ADVERTISING)**
- **CONTEX DATA GATHERING TOOL**

Implemented by



CLUSTER

Part 1 - Personal information (Name, age, location)

- Level of education (below high school; high school, university degree, etc.)
- Employment status.
- If employed, how many hours do you work per week?
- If not, how long have you been unemployed?

Part 2 - Interests

- What difficulties do you face as a young person in finding a job?
- In your opinion, what aid and support could be put in place to help young people to enter the labour market?
- Have you ever undertaken any vocational training course?
- Do you think the Covid-19 pandemic affected your personal/professional condition, reducing your opportunities to find a job?
- Do you know the meaning of Circular Economy, Blue Economy, Green Economy, Sustainable Agriculture?
- Do you think that Circular Economy, Blue Economy, Green Economy, Sustainable Agriculture will be increasingly important for economic growth, creation of new jobs and for the environment?
- Which of the above-mentioned sectors would interest you the most?
- Would you like to attend a vocational training course in one or more of the following sectors? (Hydroponics; Aquaponics; Food processing; Organic farming)

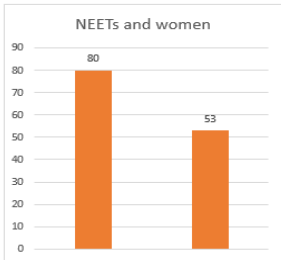
➤ PROFILING MONITORING TOOL

The monitoring of the profiling activities in each country/area will be implemented through this tool which will be sent by ARCÉS (WP3 leader) to all the project partners each 10 days. This will allow the WP leader to monitor the status of the ongoing profiling of the three project target groups (NEET and women, business operators and social actors) carried out by each PP. In this way thanks to a constant monitoring, the WP leader will be able to adopt mitigation measures aimed at solving unexpected problems/issues or any difficulty faced by PPs in the profiling phase.

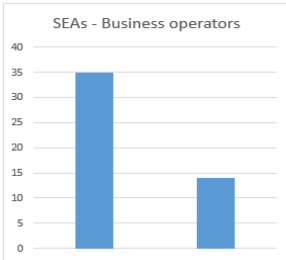
Implemented by

CLUSTER PROJECT (C_A.3.1_0014) WP3 - Needs Assessment and Benchmarking of Successful Experiences and Efficient Practices			
This publication has been produced with the financial assistance of the European Union under the ENI CBC Mediterranean Sea Basin Programme. The contents of this document are the sole responsibility of ARCES Association and can under no circumstances be regarded as reflecting the position of the European Union or the Programme management structures. Total budget of the project: 1 108.162,62. EU contribution: 1 937.346,36 (90%)			
PROFILING MONITORING TOOL - 1st monitoring			
[insert the name of your organisation]			
	N° of Questionnaires delivered	N° of Questionnaires collected	Date of record (dd/mm/yyyy)
NEETs and women	80	53	
SEAs - Business operators	35	14	
SEAs - Social actors	42	20	

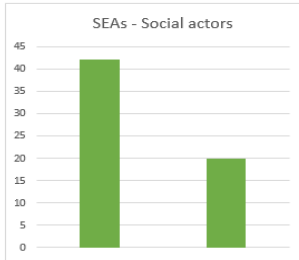
In the first column indicate the number of questionnaires sent by email, Whatsapp, or any other digital tool and also those delivered on hands (if any). In the second column indicate questionnaires collected duly filled.
Deadline 17/04/2022



NEETs and women



SEAs - Business operators



SEAs - Social actors

Profiling reports

As result of the profiling activities carried out in each project country by each project partner 7 profiling report (one for project country) must be delivered at the end of the profiling phase.

- Characteristics that a report must have

As the Profiling Report is considered the main output of the needs analysis carried out in a specific area of each partner country, targeting a sample of the selected project groups that will mainly benefit from the project activities; it is supposed to be a study easy to read and understand. Each partner has to explain clearly the used methodology for collecting and analysing data, according to the characteristic of the country/area, a brief context analysis and a description of target groups, as well as tools (or e-tools) used, the strategy behind the engagement and profiling and the main grossed up indicators. Definitely, these elements strongly provide effectiveness and concreteness to the implemented activities and the Report itself.

With the aim to ensure a homogeneity among all the 7 reports, each one must be divided into different sections as explained below:

- 1) Introduction
- 2) Methodology
- 3) Data analysis and indicators
- 4) References

In order to ensure a clear and smooth presentation of the results do not forget that the Report has to be mostly narrative, including the main data. Anyway, it is strongly recommended to include in the section n° 3 “Data Analysis and Indicators” charts or graphics showing some of the data.

Implemented by



Please do reference to the document attached to the Methodology Report (Annex I) as template and read carefully the instructions you will find inside before designing your Profiling Report.

- Data to be included in the report

It is not mandatory to include all the data collected referring to all the 19 questions comprised in the e-form. Anyway, it is strongly recommended to include the most significant data that can better describe the target groups profile, highlighting those showing personal characteristics (e.g. age, gender, place of residence, level of education, employment status, etc.), as well as their opinion about opportunities offered by the job market and their interest in the 4 project targeted sectors (Blue, Green, Circular Economy and Sustainable Agriculture).

List of mandatory data to be included:

- Percentage of gender among people interviewed.
- Percentage of age groups among people interviewed.
- Level of education
- Employment status
- Percentage of people who already have undertaken a training course
- Opinions on how the Covid-19 pandemic affected their job opportunities (narrative)
- Chosen topic (in percentage)

Statistics and graphics (ideograms, histograms, Cartesian charts) must be used in the Report as follow:

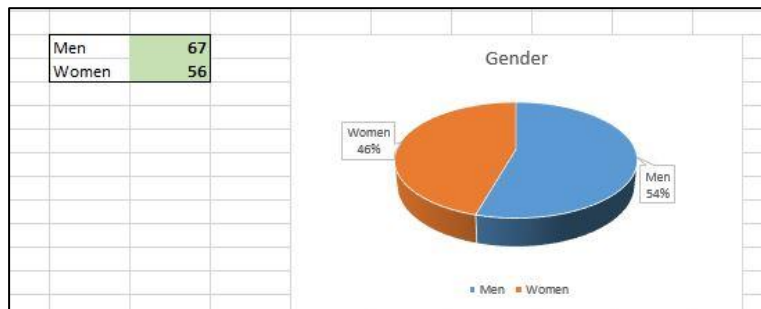


Figure 1: Gender percentage of interviewees

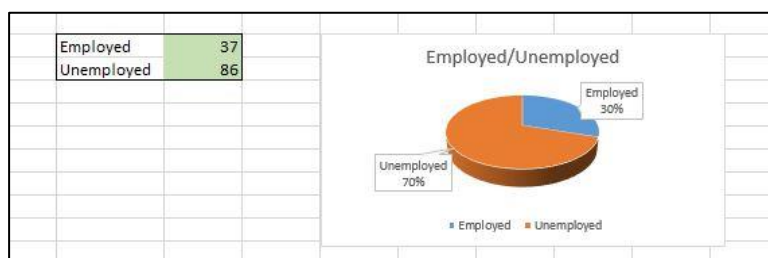


Figure 2: Percentage of employed and unemployed

Implemented by



CLUSTER

C	D	E	F	G	H	I	J	K	L	M	N
Numero	Indirizzo e-mail	Genere	Fascia d'età	Comune di	Livello d'istruzione	Sei attualmente in	Se sei impiegato indica quante ore la	Se no, da quanto tempo	Stai attualmente frequ	Possiedi attua	Secondo la tua esperienza quali sono le principali difficoltà nella
1	3.327E-09 mihelvenis96@gmail.com	Maschio	20-24	Dagheria	Diploma di scuola secor	Si	Meno di 15		No	Si	Mancanza di esperienza pregressa, Mancanza di titoli di studio ac
2	3.405E-09 agrogiusseppeluca@gmail.com	Maschio	25-29	Floridia	Laurea Triennale	No			No	Si	Mancanza di esperienza pregressa
3	3.27E-09 valeriacojelli1992@gmail.com	Femmina	25-29	Trapani	Laurea Magistrale/la Clod	Si	Meno di 15		No	Si	Mancanza di esperienza pregressa
4	3.8E-09 sabrinafranchita@live.it	Femmina	25-29	Sinagra	Laurea Magistrale/la Clod	No		Da più di 2 anni	Si	Si	Mancanza di esperienza pregressa
5	3.274E-09 leria.bonanno@gmail.com	Femmina	20-24	Agigento	Laurea Magistrale/la Clod	No		Da più di 2 anni	No	Si	Mancanza di esperienza pregressa
6	3.286E-09 gcaracciolo9997@outlook.com	Maschio	20-24	Palermo	Laurea Triennale	No			Si	Si	Mancanza di esperienza pregressa, Mancanza di titoli di studio ac
7	3.889E-09 danielecasasade@gmail.com	Maschio	25-29	Monreale	Laurea Magistrale/la Clod	Si	tra 15 e 30		No	Si	Mancanza di esperienza pregressa
8	3.23E-09 Turaghi@gmail.com	Maschio	25-29	Palermo	Laurea Magistrale/la Clod	No		Da più di 2 anni	No	Si	Mancanza di aziende
9	3.474E-09 emanuela.giuffrida.95@gmail.com	Femmina	25-29	catania	Laurea Magistrale/la Clod	Si	tra 15 e 30		No	Si	Mancanza di esperienza pregressa, Genere
10	3.34E-09 dina.hanie@hotmail.com	Femmina	30-35	Palermo	Laurea Magistrale/la Clod	No		Meno di 1 anno	No	Si	Genere
11	3.428E-09 rocco.faraci@iberco.it	Maschio	30-35	Gela	Diploma di scuola secor	No		Da più di 2 anni	No	Si	Mancanza di titoli di studio adeguati
12	3.888E-09 alessandra.giustizieri@ic	Femmina	25-29	Agigento	Laurea Triennale	Si	tra 15 e 30		No	Si	Mancanza di titoli di studio adeguati
13	3.408E-09 kiaracalarco@yahoo.it	Femmina	30-35	Messina	Diploma di Tecnico supe	Si	Più di 30		Si	Si	Mancanza di esperienza pregressa, Mancanza di titoli di studio ac
14	3.926E-09 grazia.zugnoni@hotmail.com	Femmina	più di 35	ACI Sant'Anti	Diploma di scuola secor	No		Da più di 2 anni	No	No	Mancanza di esperienza pregressa, Età non adeguata, Mancanza
15	3.40E-09 vincencovitar@hotmail.com	Maschio	30-35	Catania	Laurea Magistrale/la Clod	No	Meno di 15	Da 1 e 2 anni	No	Si	Mancanza di aziende che cercano figure con le mie capacità.
16	3.39E-09 calogero.pace@gmail.com	Maschio	30-35	Palermo	Laurea Magistrale/la Clod	No		Meno di 1 anno	No	Si	Mancanza di esperienza pregressa
17	*393343931 depascalialessia@gmail.com	Femmina	20-24	Palazzolo Aot	Laurea Triennale	Si	tra 15 e 30		No	Si	Mancanza di esperienza pregressa
18	3.288E-09 giulotta.gianluca@gmail.com	Maschio	25-29	Ahofonte	Diploma di scuola secor	No		Da più di 2 anni	No	Si	Impegnato a completare gli studi
19	3.272E-09 leonardojennier@gmail.com	Femmina	30-35	Campofelice c	Laurea Triennale	No		Da più di 2 anni	No	Si	Mancanza di lavoro
20	3.28E-09 filippo199@gmail.com	Maschio	20-24	Palermo	Laurea Triennale	No		Meno di 1 anno	No	No	Mancanza di esperienza pregressa
21	3.27E-09 vincencovitar@hotmail.com	Femmina	25-29	Palermo	Laurea Magistrale/la Clod	No		Meno di 1 anno	No	Si	Mancanza di esperienza pregressa
22	3.40E-09 damjan@yahoo.com	Maschio	più di 35	messina	Laurea Magistrale/la Clod	No		Da più di 2 anni	No	Si	stanno in Italia
23	3.272E-09 etena94@hotmail.it	Maschio	25-29	Palermo	Laurea Triennale	Si	tra 15 e 30		No	Si	Nel trovare la corrispondenza tra le proprie aspettative e le offerte
24	3.27E-09 c.outrone2@gmail.com	Maschio	25-29	Corleone	Laurea Triennale	No		Meno di 1 anno	No	Si	Mancanza di esperienza pregressa
25	3.89E-09 giulio.allegretti@gmail.com	Maschio	25-29	Siracusa	Diploma di Tecnico supe	No		Meno di 1 anno	No	Si	Mancanza di esperienza pregressa
26	3.408E-09 kiaracalarco@yahoo.it	Femmina	30-35	Messina	Diploma di Tecnico supe	Si	Più di 30		Si	Si	Mancanza di esperienza pregressa, Mancanza di titoli di studio ac
27	3.209E-09 sonia_cannonio@hotmail.com	Femmina	25-29	Palermo	Laurea Triennale	No		Da più di 2 anni	No	Si	Mancanza di esperienza pregressa

Figure 3: Data base Screenshot showing the collected data