

**Digital VET for Young  
Africans (DVEYTA)  
2023-2024**

**PROJECT INDUCTION  
MEETING**

**14th-February-2023**

*Project Deliverable 1.2*

*Project Milestone 2*



# Deliverable Description Sheet

- **Deliverable:** D2.1 – Project Induction Meeting
- **Due Date:** Month 1 (January 2023)
- **Actual Completion Date:** February 14<sup>th</sup> 2023 (Month 2 – see next slide for reason for delay)
- **Work Package Concerned:** WP 1 – Coordination & Management
- **Deliverable Type:** R – Report
- **Dissemination Level:** PU Public (shared on project websites - <https://serve.ie/digital-vet-youngafrica/> <https://youngafrica.org/project/digital-vocational-education-and-training-for-young-africans/> )
- **Author:** John McCarthy (SERVE, Coordinator);

# Disclaimer

**Disclaimer: “Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA) – the Granting Authority. Neither the European Union nor the granting authority can be held responsible for them.”**

# D-VETYA Background

The Digital VET for Young Africans (D-VETYA) project will be implemented by SERVE and Young Africa (YA). The project timeframe is January 2023 to December 2024. SERVE is an international development NGO based in Ireland. YA is a confederation of independent NGOs and includes YA International Netherlands, YA International Africa Hub Trust (Zimbabwe), YA Zimbabwe, YA Mozambique, YA Zambia and YA Namibia. YA has a dissemination network with 23 organisations across 11 African countries whereby it shares successful models of its work. YA provides holistic and accredited VET to marginalised youth through 6-12 month training courses in 46 disciplines, life skills, entrepreneurship and ICT.

The objectives of the D-VETYA Project are (1) Coordinating implementation of the Project Workplan and achievement of Project Deliverables; (2) YA's eLearning Platform available for 8,150 disadvantaged youth across southern and Eastern Africa; (3) YA's Postgraduate Service Toolbox (PGST) contributes to a substantial increase in the percentage of YA graduates in employment; (4) 4 YA Affiliates and 23 dissemination partners using the PGST across Africa; (5) 2 new YA models (eLearning & PGST) integrated into YA MEL system and 73 YA and dissemination partner staff trained in MEL system leading to improved data driven performance; (6) Evaluate the impact, successes, challenges and lessons learned of the Project; and (7) Increase awareness about Digital VET in Africa amongst 50 policymakers and 3,500 members of the public in Ireland and the Netherlands.

# D-VETYA Background Continued

There are five Work Packages – (1) Coordination and Management; (2) Development of the YA eLearning Platform; (3) Development of the YA Postgraduate Service Toolbox (4) Improvement of the YA Monitoring Evaluation and Learning System; (5) Impact and Dissemination. SERVE is the Coordinator, YA International (YA NL and YA Hub) are Beneficiaries, and the four YA Affiliates are Affiliated Entities. YA's dissemination network will also benefit.

# Report on D-VETYA Induction Meeting

The D-VETYA Project Induction Meeting was held on February 14<sup>th</sup> 2023, via Zoom. It was attended by 13 staff members from SERVE (Coordinator) and Young Africa International (Beneficiary).

The key project details were reviewed by all participants to ensure that the project objectives, roles & responsibilities and budget allocations were fully understood.

Participants reaffirmed their commitment to the project, and stressed the importance of the project for Young Africa, and the potential that the project has for young people in our target countries. The core models to be developed by the Project (YA eLearning Programme & Digital Postgraduate Service Toolbox) will be made freely available to organisations within Young Africa's dissemination network.

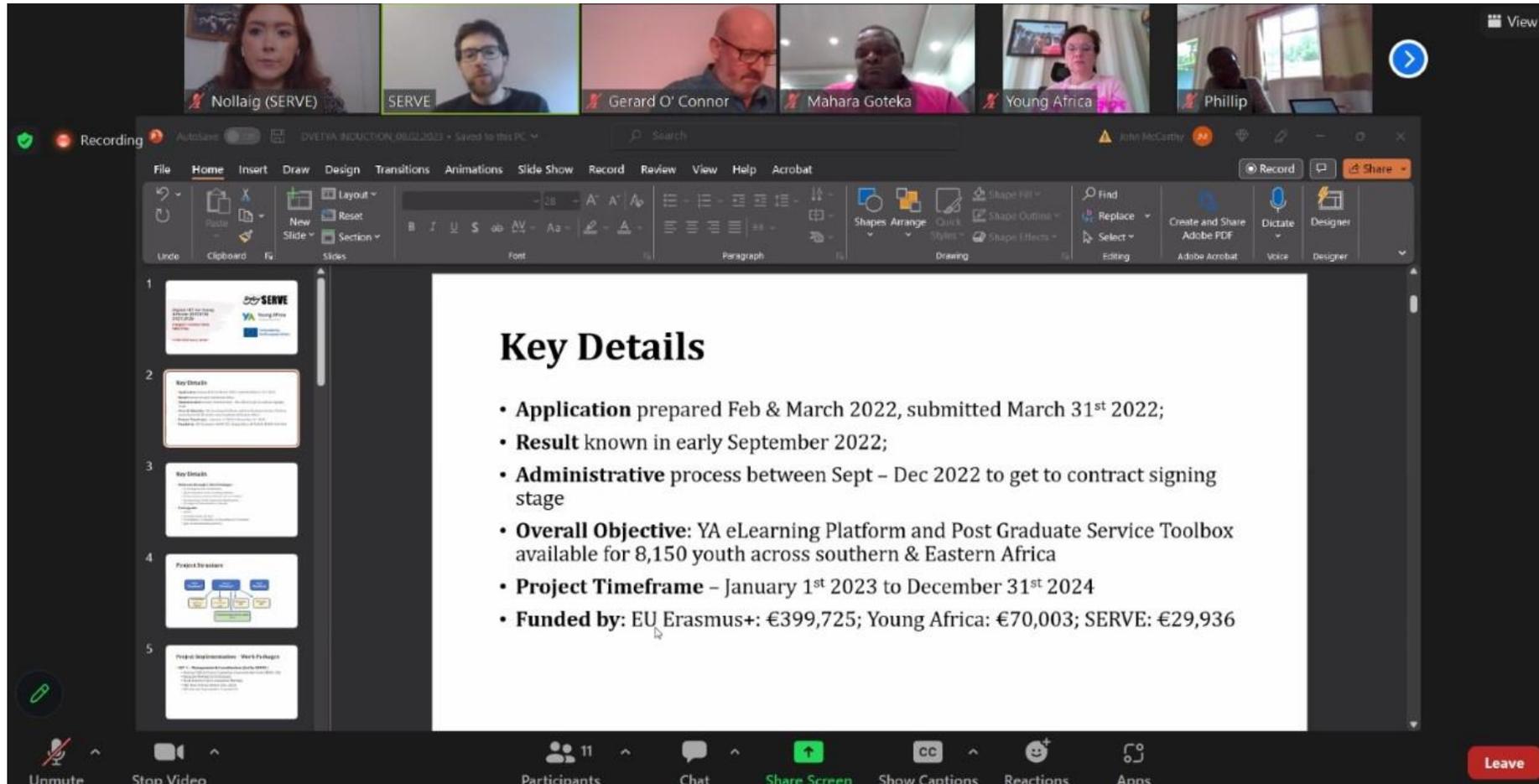
The content of the meeting is outlined later in this report.

A similar meeting with the four Affiliated Entities (YA Zimbabwe, YA Mozambique, YA Zambia, YA Namibia) will be held in Q2 2023.

# D-VETYA Project Attendance List

Name	Organisation	Role
John McCarthy	SERVE	Development Programme Manager
Gerry O'Connor	SERVE	Chairperson
Nollaig Hulme	SERVE	Regional M & E Officer
Paula Quigley	SERVE	Programmes & Administration Manager
Dorien Beurskens	YA International	CEO
Mahara Goteka	YA International	Head of Programmes
Phillip Wannell	YA International	Head of Operations
Getrude Sibanda	YA International	Finance Manager
Wellington Muchechetere	YA International	Grants Coordinator
Ireen Theu	YA International	DVETYA Project Coordinator
Ennie Chiramba	YA International	Grants Coordinator
Caroline Kachambgwa	YA International	Programmes Assistant
Concilia Mutami	YA International	Communications Intern

# Photos from D-VETYA Induction Meeting

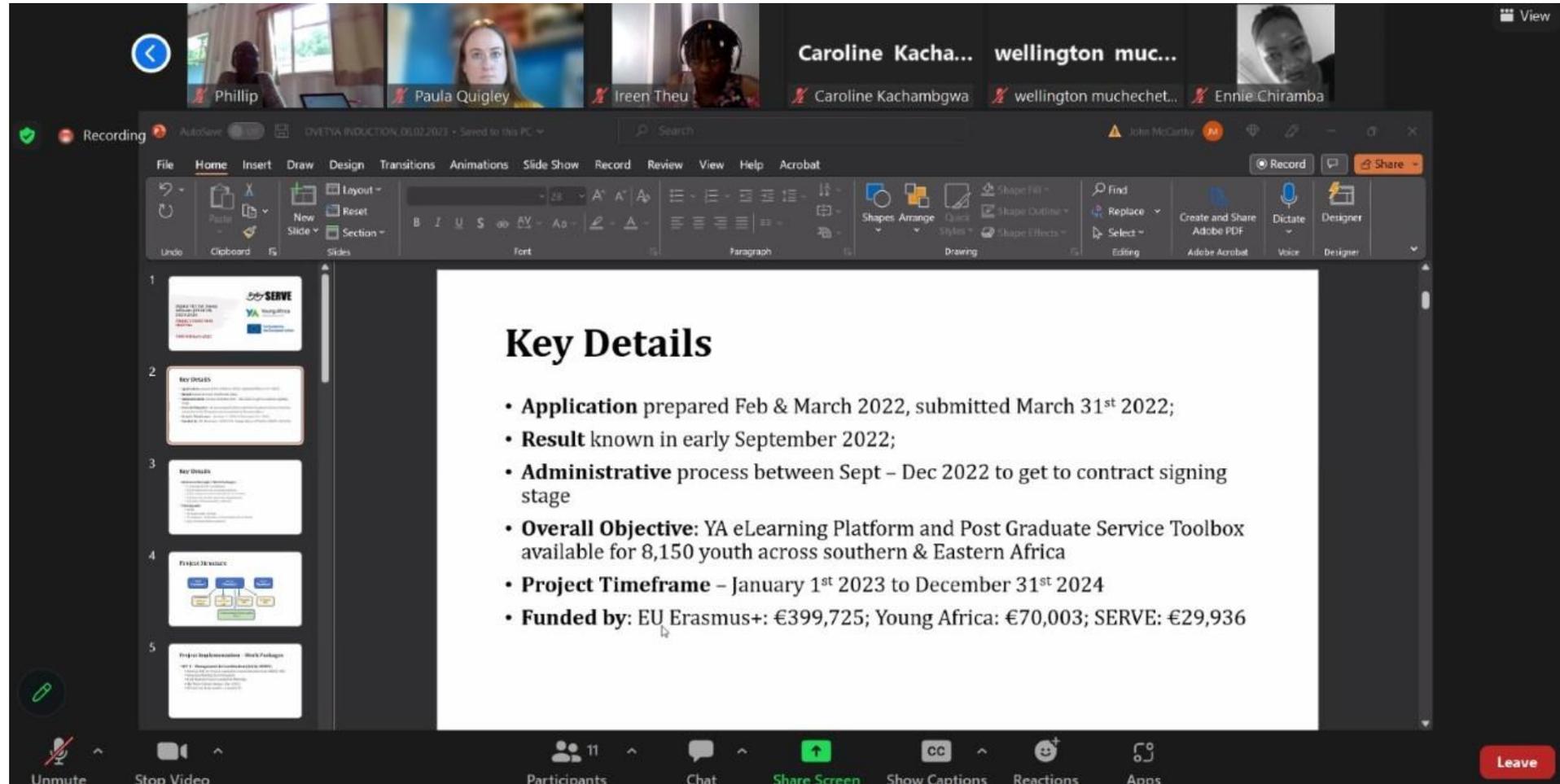


The screenshot shows a Zoom meeting interface with six participants in the top bar: Nollaig (SERVE), SERVE, Gerard O' Connor, Mahara Goteka, Young Africa, and Phillip. The main content is a presentation slide titled "Key Details" with the following bullet points:

- **Application** prepared Feb & March 2022, submitted March 31<sup>st</sup> 2022;
- **Result** known in early September 2022;
- **Administrative** process between Sept – Dec 2022 to get to contract signing stage
- **Overall Objective:** YA eLearning Platform and Post Graduate Service Toolbox available for 8,150 youth across southern & Eastern Africa
- **Project Timeframe** – January 1<sup>st</sup> 2023 to December 31<sup>st</sup> 2024
- **Funded by:** EU Erasmus+: €399,725; Young Africa: €70,003; SERVE: €29,936

The presentation interface includes a slide navigation pane on the left with five slides, a top menu bar with options like File, Home, Insert, Draw, Design, Transitions, Animations, Slide Show, Record, Review, View, Help, Acrobat, and a bottom toolbar with Unmute, Stop Video, Participants (11), Chat, Share Screen, Show Captions, Reactions, Apps, and Leave.

# Photos from D-VETYA Induction Meeting



The screenshot shows a Zoom meeting interface with a presentation slide displayed. The slide is titled "Key Details" and contains a bulleted list of information. The meeting participants are visible at the top, and the Zoom control bar is at the bottom.

Participants: Phillip, Paula Quigley, Ireen Theu, Caroline Kacha..., wellington muc..., Ennie Chiramba.

Recording: DVETYA INDUCTION\_08.02.2023 - Saved to this PC

Slide Content:

## Key Details

- **Application** prepared Feb & March 2022, submitted March 31<sup>st</sup> 2022;
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# Photos from D-VETYA Induction Meeting

The image is a screenshot of a Zoom meeting. The main window displays a presentation slide titled "Project Structure". The slide content is as follows:

```
graph TD; SERVE["SERVE ('Coordinator')"]; YAI_Hub["YAI Hub ('Beneficiary')"]; YAI_NL["YAI NL ('Beneficiary')"]; YA_Zim["YA Zimbabwe ('Affiliated Entity')"]; YA_Moz["YA Mozambique (AE)"]; YA_Nam["YA Namibia (AE)"]; YA_Zam["YA Zambia (AE)"]; Dissem["23 Dissemination Partners within Africa"]; SERVE --> YAI_Hub; SERVE --> YAI_NL; YAI_Hub --> YA_Zim; YAI_Hub --> YA_Moz; YAI_Hub --> YA_Nam; YAI_Hub --> YA_Zam; YAI_NL --> Dissem;
```

The slide is presented in a Microsoft PowerPoint application window. The Zoom interface includes a top bar with "Recording" and "View" buttons, a bottom bar with "Unmute", "Stop Video", "Participants" (12), "Chat", "Share Screen", "Show Captions", "Reactions", "Apps", and a "Leave" button.

On the right side of the screen, there is a grid of video thumbnails for participants:

- Top row: SERVE (man with glasses), Nollaig (SERVE) (woman)
- Second row: Getrude Sibanda (man), Mahara Goteka (man)
- Third row: Gerard O' Connor (man), Paula Quigley (woman)
- Bottom row: Young Africa (woman), Ireen Theu (woman)

**The Presentation covered during the meeting starts from the next slide to slide/page 33.**

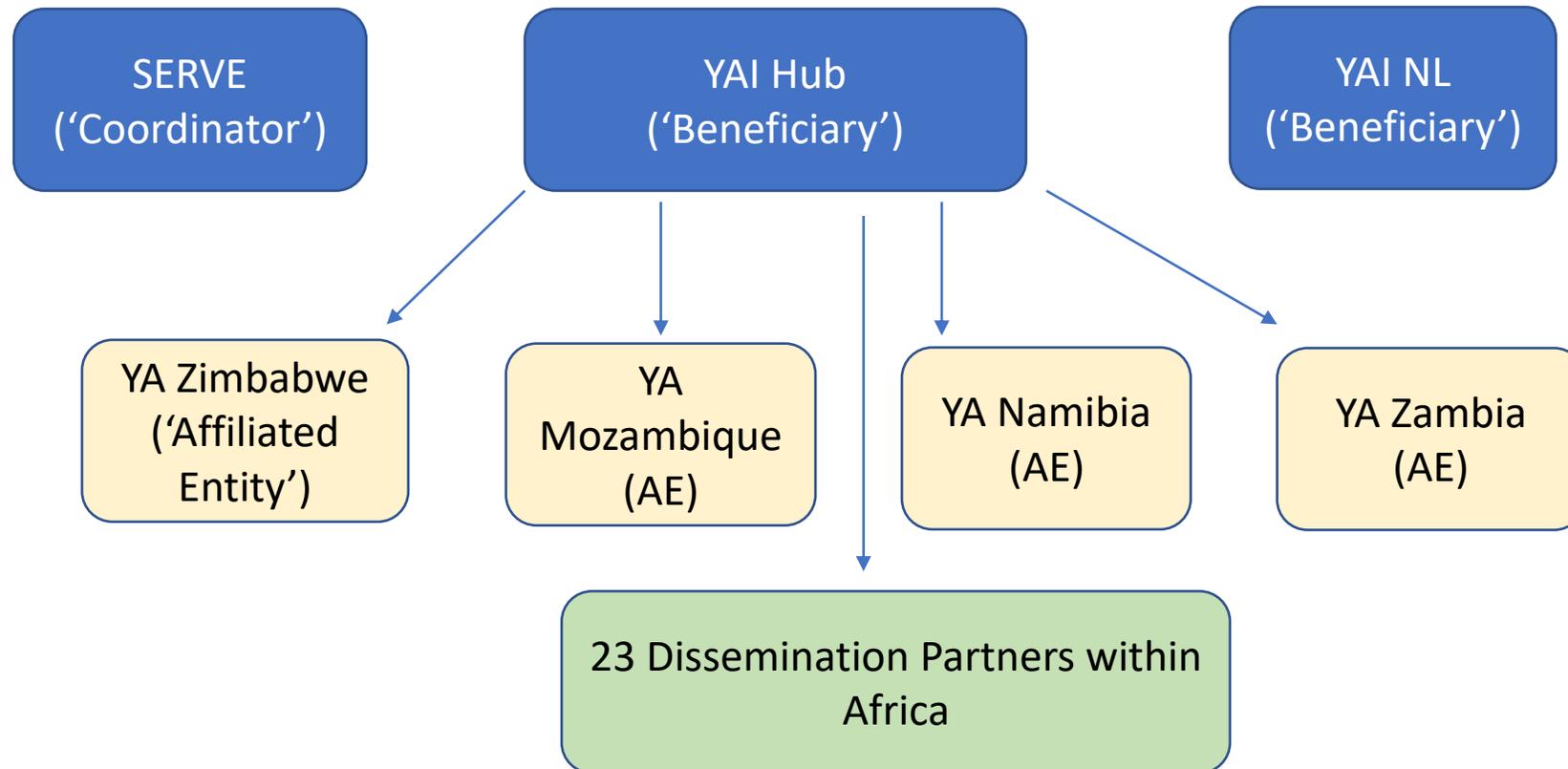
# D-VETYA Key Details

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# Key Details

- **Delivered through 5 Work Packages –**
  - (1) Management & Coordination;
  - (2) Development of YA eLearning Platform;
  - (3) Development of Post Graduate Service Toolbox;
  - (4) Improving YA MEL System for Digitalisation;
  - (5) Impact & Dissemination of Results
- **Participants:**
  - SERVE
  - YAI Netherlands, YAI Hub,
  - YA Zimbabwe, YA Namibia, YA Mozambique & YA Zambia
  - (plus 23 dissemination partners)

# Project Structure



# Project Implementation – Work Packages

- **WP 1 – Management & Coordination (led by SERVE)**
  - Develop ToR for Project Committee (representatives from SERVE, YAI)
  - Induction Meeting for Participants
  - Hold Monthly Project Committee Meetings
  - Mid Term Internal Review (December 2023)
  - WP will run from month 1 to month 24

# Project Implementation – Work Packages

- **WP 2 – Development of YA eLearning Platform** (led by YAI Hub/NL)
- *Objective is to make digital VET available for 8,150 youth*
  - Recruit Consultant to Review 14 vocational/soft skills training curricula to ensure training is linked to market needs. Updated curricula will also address teaching methodologies and environmental sustainability (will be translated to Portuguese);
  - A company will be chosen to develop the eLearning hosting Platform and adapt updated curricula for eLearning (*scripts, voiceovers, video learning material*). There will be a testing/piloting phase with staff and students. Recording work will be done in Zim & Moz;
  - Establishment of eLearning Partnerships to disseminate the YAeLP

# Project Implementation – Work Packages

- **WP 2 continued ...**

- A VET Teacher Training course for digital learning will be developed
- Training will be provided by all YA Affiliates & eLearning Partners
- Aim to launch YAE LP by August 2024
- The whole process will be documented and published so that others can learn and replicate

# Project Implementation – Work Packages

- **Work Package 3 – Development of Post Graduate Support Toolbox (led by YAI Hub/YA NL)**
- *Objective: PGST increases % of graduates in employment; PGST shared with dissemination network; attracts new partners in area of micro-financing*
  - Desk research into post grad support in African VET context;
  - Co-creation workshops to develop a PGST prototype (affiliates will contribute their expertise and experience in person at workshop)
  - User manual developed to guide VET management – examples of ‘support service journey’; develop monitoring indicators to provide support for user decision making

# Project Implementation – Work Packages

- **WP 3** continued ...
  - Testing phase of PGST prototype and development of the final toolbox/hosting platform etc by March 2024. Rolled out across YA affiliates and promoted to dissemination partners
  - Establish linkages with micro credit institutions in YA affiliate countries – affiliates involved in this work

# Project Implementation – Work Packages

- **Work Package 4 – Improving YA MEL System for Digitalisation (led by YAI HUB/NL)**
- *Objective: 2 new YA models (YAeLP & PGST) integrated into YA MEL system (so data from YA users and dissemination partner users can be captured)*
  - New indicators will need to be developed;
  - Technical work needed to update monitoring system(subcontractor);
  - Ongoing testing, improvement and adaptations before system finalised by October 2023
  - User Manual developed & workshop held for integration

# Project Implementation – Work Packages

- **Work Package 5 – Impact & Dissemination of Results (led by SERVE)**
- *Objectives: Capture & validate impact, successes, challenges & lessons learned; Increase awareness about VET for policymakers and members of the public in Europe, Ireland and NL*
  - Develop a Comms & Dissemination Strategy
  - Develop dedicated project webpages
  - External Evaluation
  - Develop & share a Technical Brochure on the project for Policymakers
  - Develop & share a Brochure aimed at the general public

# Project Implementation - Deliverables

No	Name	WP	Lead	Due Date
D1.1	Project Committee ToR	1	SERVE	Jan 2023
D1.2	Induction Meeting Report	1	SERVE	Jan 2023
D1.3	Mid Term Review Report	1	SERVE	Nov 2023
D2.1	Training Material for eLearning Platform	2	YA Hub/NL	June 2024
D2.2	Paper from Centre based to eLearning published	2	YA Hub/NL	Nov 2024
D3.1	Final Version of Post Grad Service Toolbox	3	YA Hub/NL	Mar 2024
D4.1	User Manual, Video Training	4	YA Hub/NL	Aug 2023
D4.2	Final Version of M & E System	4	YA Hub/NL	Nov 2023
D5.1	External Evaluation	5	SERVE/YA Hub	Dec 2024
D5.2	Technical Project Brochure	5	SERVE	Nov 2024
D5.3	Public Project Brochure	5	SERVE	Nov 2024



# Project Implementation - Milestones

MS No	Milestone (Due Date)	MS No.	Milestone (Due Date)
1	Project Committee ToR (Jan 23)	13	Testing & Adaptations to PGST (Nov 23)
2	Induction Report Meeting (Jan 23)	14	Links with micro-credit institutions set up (Dec 23)
3	Mid Term Report (Nov 23)	15	Rollout of PGST Finalised (Mar 24)
4	Hire subcontractor curriculum review x 10 courses (Jul 23)	16	Development of key indicators for new models (YAeLP & PGST) finalised (Feb 23)
5	Hire subcontractor test phase x 4 courses (Feb 23)	17	Sub contractor for MEL System upgrade hired (Mar 23)
6	Pilot of YAeLP test phase finished (Jun 23)	18	MEL System User Manual & training workshop (Aug 23)
7	E-Learning partners established (Dec 23)	19	New MEL System implemented (Oct 23)
8	Final version of YAeLP completed & partners trained (Jun 24)	20	Communication & Dissemination Strategy (Feb 23)
9	Full YAeLP ready to be used (Aug 24)	21	Dedicated project webpages set up (Jan 23)
10	Report documenting process from Centre based to Digital training completed (Nov 24)	22	External Evaluation (Dec 24)
11	Report on Post Grad Situation in Africa (Mar 23)	23	Technical Project Brochure for dissemination (Dec 24)
12	PGST Prototype finalised (Sep 23)	24	Public Project Brochure for dissemination (Dec 24)

# Project Implementation – Milestones GANNT Chart

GANNT CHART O-VETVA BRAMBUS+ Programme



# Project Budget – Key Points

- EU funding amount: €399,725 (operates on 80% EU/20% co-funding model)
- Payment process from EU:
  - Prefinancing 1 (40%; €159,890) received in Dec 2022;
  - Prefinancing 2 (40%; €159,890) within 60 days of report on months 1-12;
  - Final Payment (20%; €79,945) after submission of final report
  - If all deliverables completed we will get 100%. If some are not completed the final amount will be reduced by EU according to their judgement
- **Payments will be made by EU to SERVE. SERVE will transfer agreed amounts to YAI NL & YAI Hub. YAI Hub will transfer agreed amounts to Affiliates**

# Project Budget – Summary of EU Allocations

Participant	WP1	WP2	WP3	WP4	WP5	TOTALS
SERVE	€17,722	€3,146	€3,146	€3,146	€25,545	€52,705
YAI NL	€5,715	€9,145	€7,806	-	-	€22,666
YAI Hub	€4,780	€175,854	€61,821	€23,029	€3,895	€269,379
YA Zambia	-	€7,538	€4,759	€1,330	-	€13,627
YA Mozambique	-	€7,742	€4,794	€1,330	-	€13,866
YA Zimbabwe	-	€7,742	€4,794	€1,552	-	€14,088
YA Namibia	-	€7,538	€4,528	€1,330	-	€13,396
<b>TOTALS</b>	<b>€28,217</b>	<b>€218,705</b>	<b>€91,648</b>	<b>€31,717</b>	<b>€29,440</b>	<b>€399,725</b>

# Project Budget – Summary of Co-funding

- SERVE co-funding contribution - €29,936
- Total YA co-funding contribution - €69,998
  - YAI NL – €5,667
  - YAI Hub – €50,588
  - YA Zim – €3,521
  - YA Moz – €3,466
  - YA Zam – €3,407
  - YA Nam - €3,349

**Total Co-funding of €99,394**

# Project Reporting

- Project is operating under EU Lump Sum (LS) Model – see separate guidance documents
- We have to submit a mid term report to release second tranche
- We have to submit a final report to get the final 20%
- We should complete our own standard financial procedures but reporting back to the EU will be different from before
- **Mostly we will be reporting on the status of the deliverables**
  - **WP completed = 100% payment, not dependent on Outcomes**

# Project Reporting, main points from LS Approach

- Can amend WPs if needed, there is a process set out by EU
- “The consortium is free to spend the lump sum as they see fit, provided the project is carried out as described in the grant agreement”; “The actual disbursement of the lump sum is invisible to the EU”;
- Need to keep documents to show activities/milestones reached

# Project Reporting Continued

- Continuous Reporting Process available in the EU Portal which we update as Milestones & Deliverables achieved ... see next slides



# Project Reporting Continued – Deliverables Page

SyGMa - System for Grant Management — Mozilla Firefox

https://ec.europa.eu/research/participants/grants-app/reporting/DLV-101092420

ncarthja (EXTERNAL) ?

Grant Management

Project Continuous Report

101092420 (D-VETYA) ERASMUS-LS

Call: ERASMUS-EDU-2022-CB-VET  
Topic: ERASMUS-EDU-2022-CB-VET

Project Summary Deliverables Milestones Critical Risks Disseminati... Communic... Events and Trainings Financial support to 3rd parties

Deliverables and Other Reports

For each Deliverable, a single file (max 52MB) can be uploaded

Add actual delivery dates (or new due date for late deliverables, together with an explanation for the delay). In the Comments, please indicate if the deliverable was achieved as planned or not.

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

Show Filters Clear Filters

Work Pa	Deliver	Delive	Deliverable Name	Description	Lead	Type	Dissemi	Due Date	New Due I	Delivery D	Approval Dat	Status	
WP1	D1.1	D1	Project Committee Tern	Format: Electronic Language: English Approx no ...	SERV	R	PU	31 Jan 21				Pending	
WP1	D1.2	D2	Induction Meeting Repor	Invitation: Yes, all participants will be invit...	SERV	R	PU	31 Jan 21				Pending	
WP1	D1.3	D3	Mid Term Review Report	Format: Electronic Language: English Approx no ...	SERV	R	PU	30 Nov 21				Pending	
WP2	D2.1	D4	Training Material for e-l	Invitation: Yes, all YA eLearning partners Agen...	YA H	R	PU	30 Jun 21				Pending	
WP2	D2.2	D5	Paper from Centre base	Target group: TVET Centers across Sub Saharan A...	YA H	R	PU	30 Nov 21				Pending	
WP3	D3.1	D6	Final version of Post-gra	Invitation: All YA Affiliate members will be in...	YA H	DEC	PU	31 Mar 21				Pending	
WP4	D4.1	D7	User Manual, Video Trai	Invitation: All YA Affiliate members will be in...	YANI	R	PU	31 Aug 21				Pending	
WP4	D4.2	D8	Final version of M&E Sy	Format: Electronic and paper Material package: ...	YA H	DMP	PU	30 Nov 21				Pending	
WP5	D5.1	D9	External Evaluation	Format: Paper, electronic Language: English No ...	SERV	R	PU	31 Dec 21				Pending	
WP5	D5.2	D10	Technical Project Brochi	Format: Paper (Leaflet), electronic Language: E...	SERV	R	PU	30 Nov 21				Pending	

Validate

11°

Search

ENG GA

10:26 04/01/2023

# Key Points for Follow Up

- March 2<sup>nd</sup> 2023, EU Meeting with Grant Holders
- Final Review and approval of Project GANNT Chart
- Need to consider cash flow issues when waiting for disbursements 2 & 3
- Need to agree finance reporting process
- We should seek clarity on how to handle variances between budgeted & actual costs; delays to milestones & deliverables; exchange rates etc