

## Monitoring and Evaluation report

Quality control and management had a high-priority throughout the project duration, and was addressed at the project level as well as at the work package and intellectual output level. Prior to the beginning of the project, a Risk Assessment Process had been undertaken to ensure the sensitivity and understanding of all partners to potential threats to the success of the project.

The management of quality was closely connected to Work Packages one and six. ICSSPE, as project coordinator, oversaw and continuously monitored all aspects of the project, ensuring that all Work Packages adhered to the project plan, milestones were met, and that results provided according to the indicators defined. ICSSPE worked closely with the partners leading the Work Package to support their work and ensure that processes were in place. They jointly negotiated deadlines and planned the various steps to ensure that everything was carried out efficiently. All Work Package leads were in on-going contact with the project coordinator, through project meetings, tele-conferences, and, as necessary and possible, ad hoc face-to-face meetings.

Each Work Package lead partner provided progress reports and shared results with ICSSPE. In addition, the project team had face-to-face meetings, initially on site, later as online meetings, and ad hoc teleconferences to ensure that the over-arching aims of the project were kept to the forefront.

The interplay between this risk assessment and the Work Package quality control mechanisms ensured that targets and contingencies were set at correct levels, timing negotiated with an accurate understanding of potential challenges, and risk mitigation strategies created in advance. Risk assessment also improved teamwork by increasing accountability, openness, honesty, and understanding within the project team.

A rigorous process of preparatory reviewing of the research literature and good practice guidance, as well as collaborative material development, and monitoring and evaluation of developed materials was a defining characteristic of the project process. A close knit between Work Packages' objectives, methods and evaluation was maintained throughout the project. In addition, each Work Package had been designed to allow a balance of clearly defined outcomes and flexibility of methodology, in order to take the greatest possible benefit from the lessons learned at each stage of the process.

After the creation of the content, a diverse group of stakeholders examined the content, both through the partners' networks and at a Multiplier Event. Sports coaches were invited to access and comment on the material, primarily through ICCE member organisations, and to provide detailed feedback of its strengths and weaknesses. Recent advances in online research methods suggested that this approach offers commentators an environment in which their contributions can be reflective and unhurried.

For most of the WPs, the risk assessment during Transnational Project and during online meetings had turned out to be an unfounded concern; however, Covid-19 related travel and meeting restrictions, which were not foreseeable when the application was submitted, required changes in the process which had no impact on the results. As an exchange with target groups during the second multiplier sport event was not possible, the project partners mitigated this impact by -an exchange among members of the project consortium who provided expert input; by -increased social media activities within the professional networks of the consortium members; and -the upload of outputs to the project website which allowed members of

the target groups to provide feedback. Also, a number of additional online events allowed to address the methodology of content development as well as interim results.

TPM and online meetings were minuted. These minutes can be found on the results platform.