

ECHoS

Cancer Mission Hubs

**Implementation of a Knowledge exchange
program and first training visits**

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1 Objectives

To develop an internal knowledge exchange program stimulating sharing of best practices to set up National Cancer Mission Hubs (NCMH) and mutual learning among ECHO S partners.

- In ECHO S, a NCMH is a structure to be set up with the aim to support the EU Cancer Mission through engagement of relevant national and regional stakeholders.
- The Knowledge Exchange will be based on pre-identified strengths and challenges of participating countries/structures with a NCMH-like structure as mapped in T2.1 and in T6.2.
- The Knowledge Exchange program grants staff of partner organisations and those responsible for (the set-up of) future NCMH structures the opportunity to visit and learn on-site how the office of a counterpart NCMH-like structure works.
- This exchange program promotes sharing of best practices and experience, while also serving to decrease the barriers faced by newcomers.
- The results from the Knowledge Exchange will be disseminated internally to the whole ECHO S community.

2 Methodology

The following section provides the process of selecting the hosting and visiting members.

2.1 Identify hosting countries

The aim is to identify six hosting countries that have an existing and operational NCMH-like structure. This will be implemented through a survey which will be sent to all ECHO S partners and additional contacts that are part of NCMH-like structures in MS. The survey will include questions assessing the maturity of the NCMH-like structures, in addition to further information about the NCMH-like structure. The following points will be part of the survey:

1. Please indicate the name of the NCMH-like structure
2. Please indicate the website of the NCMH-like structure
3. Please summarise the activities of the NCMH-like structure
4. Has the NCMH-like structure been functional for at least six months?
5. Please describe the governance/organisational structure of the NCMH-like structure
6. Please briefly explain whether you would like to host a Knowledge Exchange Program and what would be the added value for the visiting countries?

Based on the survey results that will be collected in February 2024, the co-leads of the task 2.3 will select the six countries to host the Knowledge Exchange Program.

Once the hosting countries are selected, the time for the visit will be agreed upon (see suggested timeline section 5). Additionally, all hosting countries will be required to prepare a visual summary of their activities. This could be in the form of a leaflet, a 1-pager, or slides, in which the type of activities of the NCMH-like structures are showcased and elaborated. This summary will serve as the necessary information for the participants for the knowledge exchange program to select a hosting country to visit.

2.2 Participation in the Knowledge Exchange Program

After the hosting countries are selected, all ECHO S partners can apply for visiting a fellow country in the scope of the Knowledge Exchange program by filling in an 'Expression of interest' form (see Annex). In this form, the interested ECHO S partners may select three countries they are interested in visiting. It is foreseen that each visit may involve up to 6 people (up to two per country). Once all partners have selected one visit, in the second round, any remaining spots may be filled on a first come first served basis.

The task co-leads will attend each of the country visit, when possible, to ensure harmonisation of exchange programs and outputs.

3 Budget

The budget available for this task is as follows:

- A total travel and accommodation budget of 57 600 euro is available and covered by the task co-leads (Sciensano/InoMed), this provides an amount of 9 600 euro per country visit.
- Other supporting budget for goods and services of 26 000 euro.

This budget is foreseen to cover six individuals per visit, in addition to two persons from the task co-leading institutions.

4 Syllabus

The Knowledge Exchange program will have a maximum duration of two days depending on the hosting country.

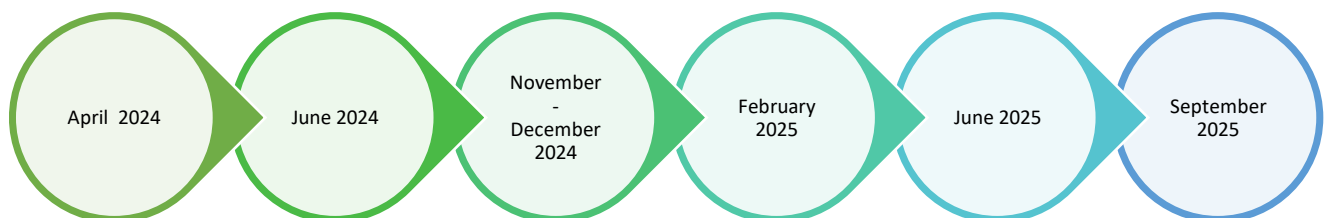
We recommend that hosting countries adopt the following template and themes (NCMH activities, governance, stakeholders' engagement and sustainability) to ensure that all the participating countries have access to equal knowledge exchange experiences. We also encourage hosting countries to adapt the following proposal to their national contexts. The following program serves only as an example for the knowledge exchange.

Program Duration: 2 Days

Day 1	
Morning session	<ul style="list-style-type: none"> - Introduction and tour de table on cancer research (and cancer control) in their country - Objectives and aim of the visit - NCMH-like activities and governance
Afternoon session	<ul style="list-style-type: none"> - Theme to be covered: Identifying Key Stakeholders and Building Partnerships (stakeholder engagement) <p>Methods: Facilitated workshop to explore strategies for building effective partnerships with governmental bodies, research institutions, and NGOs or discussion with different stakeholders</p>
Evening	Participants have the opportunity to network with each other in an informal setting
Day 2	
Morning session	- Recap from the previous days and key take-aways
	<ul style="list-style-type: none"> - Theme to be covered: Funding and NCMH-like sustainability models <p>Methods: workshop format or roundtable or breakout sessions Examining legal frameworks, policy implications, and best practices in governance structures</p>
Closing	

5 Country visits timeline

The co-leads suggest the following timeline for implementing the six knowledge exchange visits. These options will be discussed with the final selected hosting countries in due time.



6 Outputs

6.1 Summary report

A summary report template will be developed by the task co-leads and partners. This report will be prepared by the visiting participants and co-hosts. This report will include the main lessons learnt from the knowledge exchange visit.

6.2 Knowledge Exchange evaluation

An evaluation form will be developed by the task co-leads for evaluating and improving the program in all hosting sites.

6.3 Final report

A final report will summarise the methodology, experience, and evaluation of the knowledge exchange program.

ANNEX

Expression of interest form

With this expression of interest, you are indicating your request to participate in the ECHO S Knowledge Exchange Program 2024-2025.

Please provide the following information:

1. Your name and surname: _____
2. Your affiliation: _____
3. Country: _____
4. Please indicate the country you would like to visit (and a second alternative)
 - a. Main country of interest for visit: _____
 - b. Alternative: _____
5. How many people from your country would like to join this visit. In the case of more than one organisation per country, organisations need to agree on a maximum of two representatives per country.

Please indicate their names and affiliations:

- a. _____
- b. _____
- c. _____



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