PROMETHEUS-X

- Creating the future of data spaces in Europe -

WP4 Stakeholder Engagement Plan

Authors: Patryk Paczynski, Kathrin Unterholzner

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1 Introduction

EDGE-Skills is a European Commission-funded project focusing on developing data spaces for education and skills across Europe.

The mission of EDGE-Skills is to improve the competitiveness of the EU labour force in the global market, by establishing an interoperable infrastructure for European education and skills sectors. The aim is to improve the opportunity for better qualifications and learning opportunities and hence increase job options and the personal skills sets.

EDGE-Skills is founded on robust technical frameworks and practical use cases, with thirty-eight international partners collaborating to make data accessible within the EU and between different sectors for the benefit of individuals, researchers and public organizations.

EDGE-Skills aims to work closely with relevant stakeholders to ensure the success of the project. The stakeholder engagement plan serves to promote communication, collaboration and support among stakeholders.

2 Stakeholder Engagement Plan

A Stakeholder Engagement Plan (SEP) consists of several key components that effectively organise communication and interaction with stakeholders. These are as follows:

- Stakeholder identification
- Level of involvement and influence
- Communication strategy
- Measures for stakeholder participation
- Success criteria / risk assessment
- Schedule and milestones

The individual key components of the EDGE-Skills initiative are described in detail in the following chapters.

2.1 Identification of Stakeholders

Within the EDGE-Skills initiative, a distinction is made between internal and external stakeholders:

2.1.1 Internal stakeholders

- **Partners/members of the initiative:** Those who are directly involved in EDGE-Skills and make an active contribution to the success of the initiative.
- **Investors/regulatory authority:** EU Commission as funding body and the body to which reports are submitted on a regular basis.

2.1.2 External stakeholders

- **Advisory Board:** Consisting of five to ten independent experts serving as a multidisciplinary scientific, technical, and strategic body ready to share expertise and advice.
- **Technology/Know-how/Community Partners:** Companies or organisations that can contribute technologies, resources or expertise (e.g. Gaia-X, IDSA, DSSC, DS4Skills, BDVA, FIWARE, etc.)
- **Customers:** Individuals or organisations who will use the initiative's products or services.
- **Investors:** Those who provide funding for the project and are interested in continuing their support in the future.
- **Public Institutions/Bodies:** Government agencies or public organisations that will be impacted by or can provide regulatory support for the initiative.
- **Other Data Spaces:** Collaborating data spaces that can integrate with or benefit from the initiative's developments.
- **Developers:** Professionals who will use the Building Blocks to create applications or further technological advancements.
- **Public and Media:** People who may be affected by or report on the initiative.

2.2 Degree of involvement and influence

- **Partners/members of the initiative**: active participation in decision-making processes, high influence

- **Investors/regulatory authority:** regular reports on the progress of the project and use of the funding contribution, medium influence
- **Advisory board:** regular information and report on project results to receive advice, high influence
- **Technology providers:** regular information on project results and opportunity to participate, medium influence
- **Customers:** Information on the benefits and added value of Prometheus-X, as well as potential involvement in the project and test phase, close dialogue to obtain feedback, high influence
- **Investors:** Information about the benefits and added value of Prometheus-X, medium influence
- **Public and media:** information on the project and benefits for society and the economy, low influence

2.3 Communication strategy

1. **Regular updates:** Relevant stakeholders will meet on a regular basis for an update (jour fixe meetings, status reports, e-mail)
2. **Individual meetings:** We will hold individual meetings with key stakeholders to understand and address their specific concerns
3. **Events and workshops:** We will organise workshops and events to inform about project results and current technology developments, collect feedback, exchange ideas and expand the network (kick-off meeting, webinars, workshops, conference, talks, etc.).
4. **Digital platforms:** We will set up and use digital platforms to inform stakeholders and enable a mutual exchange (website, Github, social media, newsletter, Slack)

2.4 Measures for stakeholder participation

- **Webinar and workshop series "PTX Unveiled":**
  - regular webinars to provide information about the benefits and advantages of the solution
  - additional hands-on workshops to present the functionality of the technology and to test its practicability together with the participants and collect feedback
- **Stakeholder Advisory Board:** An advisory board made up of stakeholder representatives that meets regularly and makes recommendations.

- **Public Information Events:** Events at which the public is informed about the initiative (PTX Summit)

- **Technical Contributions to Open Source Repositories:** Stakeholders have the opportunity to actively contribute to the development by participating in and making technical contributions to the open-source repositories associated with the project. This includes coding, reviewing code, and providing technical feedback.

2.5 Success criteria / risk assessment

- **Stakeholder Satisfaction:** Regular surveys and feedback loops to measure stakeholder satisfaction.
- **Participation and Engagement:** The number of active participants in workshops and events, data from social media including followers, engagement rate, number of subscribers to the newsletters, reusers of Building Blocks, PR, etc.
- **Fulfilment of project objectives:** The success of the initiative in relation to its objectives.

2.6 Activity Plan

Stakeholder	Interest	Communication channel	Participation	Risks
Partners/ Members	Project progress Achievement of project goals Interest in the project Potential new customers	Meetings (plenary session, work package meetings), internal communication (e-mail, Slack, shared Google Drive, Wimi, Github)	Active participation in use case development, building blocks development	Failure during the project period Agreed service is not provided
Investor/ Regulatory authority	Project result, correct reporting Adherence to the budget	Official letters, EU project portal, email	Financing of the project/initiative	Legal risks, compliance challenges

Advisory board	Project progress and result, providing advice	Meetings, events, e-mail,	Feedback and advice regarding successful project processing	Lack of interest and contribution,
Technology / Know-how / Community partners	Interest in the project Contribute their own solution, technology and expertise	Workshops, events, website, social media, newsletter	Sharing knowledge and developing solutions	Lack of interest in participation, rejection of the solution
Customers	Product quality User experience Added value for their own company/organisation	Events, webinars, workshops, website, social media, newsletter, personal discussions	Introduce potential use cases, provide feedback, test the use of the solution in their own company	Lack of interest/lack of demand Dissatisfaction
Public and media	Added value for society, transparency	Website, social media, newsletter, public relations	Share information, provide feedback	Misunderstandings, reputational risks