



EUROPEAN COMMISSION  
DIRECTORATE-GENERAL FOR EDUCATION, YOUTH, SPORT AND CULTURE

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**2024 GUIDE FOR NATIONAL AGENCIES**

**IMPLEMENTING**

**THE ERASMUS+ AND EUROPEAN SOLIDARITY  
CORPS PROGRAMMES**

#### 10.1.2.10. TCA/NET Officer

The National Agency shall appoint one or several TCA/NET Officer(s), who will be responsible for the planning, implementation and evaluation of the TCA/NET. TCA/NET Officers will also be the contact point for the other National Agencies, Programme structures, stakeholders and participants involved in the TCA/NET.

#### 10.1.2.11. TCA/NET Officers meeting

1. At least once a year TCA/NET Officers shall meet, mainly with a view to:
  - develop competences for the creation of training strategies and for the development of quality in the TCA/NET;
  - develop common strategies and common projects;
  - share information relevant for the planning of the TCA/NET in the National Agency Work Programme for the following year;
  - share good practice and discuss difficulties faced.
2. These TCA/NET officers' meetings are organised by the respective SALTOs:
  - for the youth field under Erasmus+ and for the European Solidarity Corps by the SALTO Training and Cooperation Resource Centre and the European Solidarity Corps Resource Centre,
  - for Education and Training under Erasmus+ by the SALTO E&T TCA Resource Centre.
3. TCA/NET Officer(s) – or other National Agency staff acting on behalf of the National Agency – shall attend the yearly TCA/NET Officers meeting and present the demand and offer of their National Agency with regard to TCA/NET. Costs related to the TCA/NET seminar are to be covered from the National Agency's EU contribution to management costs.
4. The Commission will take part in the TCA/NET Officers meeting in view of providing support on alignment of proposed TCA/NET with EU policy priorities.

#### 10.1.3. Funding rules

##### 10.1.3.1. Co-financing

The EU contribution to TCA/NET must always be complemented with a co-financing from sources other than EU. The minimum co-financing from sources other than EU shall be 5% of the eligible costs incurred during the implementation of TCA/NET, but the co-financing level may vary between individual TCA/NET depending on their nature, scope and target public. Co-financing may take the form of participants' fees to a TCA/NET, national contribution to the staff costs of TCA/NET officer(s), partial reimbursement by the National Agency of the travel costs of the participant to the TCA/NET or further external sources other than EU funding. It is the responsibility of the National Agency participating in a TCA/NET to ensure that the costs that count towards the required 5% co-funding are indeed covered by non-EU funding (e.g. participants' fees).