



MISSION ON TRACK

Monitoring & Evaluation Tool



Funded by
the European Union

Legal Notice

This publication was developed by Songs for Rights within the framework of the Erasmus+ Programme of the European Union.

Funded by the European Union. However, the views and opinions expressed in this publication are those of the authors only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.

The content of this guide is the sole responsibility of Songs for Rights. While every effort has been made to ensure the accuracy of the information, no responsibility can be accepted for any use that may be made of the information contained therein.

Copyright and use

© Songs for Rights, 2026

This publication is open for use, sharing, and adaptation for non-commercial purposes, provided that appropriate credit is given to Songs for Rights as the original source.

TABLE OF CONTENT

1. Purpose of the Mission on Track Tool	3
2. Monitoring and Evaluation Approach	3
3. Monitoring Framework	4
4. Monitoring Indicators	4
5. Activity Monitoring Table (Core Tool)	6
6. Survey System	6
Survey 1 – Annual Youth Consultation (internal & external).....	6
Survey 2 – Mid-Year Network Survey (internal).....	6
Survey 3 – End-Year Network Survey (internal).....	7
7. Feedback Mechanisms.....	7
8. Reporting and Analysis	7
9. Risk Management.....	8
10. Ethical Considerations and Data Protection	8
11. Learning and Continuous Improvement	8
12. Conclusion.....	9
ANNEX 1	10
SURVEY 1 – Youth Consultation.....	10
ANNEX 2	14
SURVEY 2 – MID-TERM.....	14
ANNEX 3	17
SURVEY 3 – FINAL	17



1. Purpose of the Mission on Track Tool

The **Mission on Track Tool** is the monitoring and evaluation system of the *Songs for Rights – European Youth Goals through Music* project.

Its purpose is to ensure that the **21 activities of the 2026 Work Plan are implemented effectively and generate measurable impact**.

The tool supports the project by:

- Monitoring progress of activities
- Measuring results and impact
- Collecting feedback from participants and partners
- Ensuring inclusion and diversity
- Supporting continuous improvement
- Producing evidence for Erasmus+ reporting

Mission on Track also helps the network understand **how music and arts-based approaches contribute to youth participation, EU values and the European Youth Goals**.

2. Monitoring and Evaluation Approach

The Mission on Track system uses four complementary monitoring layers.

1. Activity Monitoring

Tracking implementation of the 21 activities.

Example:

- Was the activity delivered?
- Number of participants
- Deliverables produced
- Timelines respected

2. Output Monitoring

Tracking tangible outputs:

Examples:

- trainings delivered
- podcasts produced
- toolkits created
- webinars organised

3. Outcome Monitoring

Tracking changes in participants.

Examples:

- increased awareness of EU Youth Goals
- improved skills in creative advocacy
- stronger youth participation

4. Impact Monitoring

Tracking broader project effects.

Examples:

- increased youth engagement in policy dialogue
- stronger youth organisation networks
- policy influence through advocacy activities

3. Monitoring Framework

Mission on Track monitors **five key dimensions**.

Dimension	What is monitored
Activity Implementation	delivery of planned activities
Participation	number and diversity of participants
Inclusion	involvement of underrepresented groups
Outreach	communication reach and visibility
Learning & Impact	participant knowledge, skills and engagement

4. Monitoring Indicators

The project uses **quantitative and qualitative indicators**.

4.1 Quantitative Indicators

Examples:

Activity indicators

- Number of events organised
- Number of trainings/webinars delivered

- Number of podcasts/videos produced

Participation indicators

- Total participants
- Youth workers trained
- Youth participating in consultations

Outreach indicators

- Social media reach
- Website visits
- Toolkit downloads
- Podcast views/listens

Inclusion indicators

- Participants with fewer opportunities
- Gender balance
- Geographic diversity

The project also contributes to wider KPIs such as:

- 100,000 persons reached
- 1,500 users of the digital cooperation platform
- 800 persons involved in mobility activities

4.2 Qualitative Indicators

Qualitative indicators help understand **how and why change happens**.

Examples:

- Participant satisfaction
- Increased understanding of EU Youth Goals
- Development of creative advocacy skills
- Youth empowerment and confidence
- Quality of dialogue with policymakers

Methods used:

- testimonials
- open survey questions
- focus groups
- interviews

5. Activity Monitoring Table (Core Tool)

The **central element of Mission on Track** is a monitoring table used for all 21 activities.

Example structure:

Activity	Date	Participants	Key outputs	Youth Goals addressed	Feedback	Improvements
Kick-off Meeting	Jan 2026	40	Work plan presentation	All	Very positive	clearer timeline
Youth Voices Forum	May 2026	80	policy recommendations	4,9	strong engagement	more youth outreach

This table can be implemented in **Excel or Google Sheets**.

6. Survey System

Mission on Track includes **three annual surveys**.

Survey 1 – Annual Youth Consultation (internal & external)

Participants:

- young people across Europe

Purpose:

- gather youth perspectives
- identify priorities linked to European Youth Goals
- inform future activities

Surveys will measure:

- satisfaction
- learning outcomes
- participation
- policy awareness
- engagement with EU values

Survey 2 – Mid-Year Network Survey (internal)

Participants:

- network members
- youth workers
- partners

Purpose:

- monitor implementation

- identify challenges
- improve activities

Survey 3 – End-Year Network Survey (internal)

Participants:

- network members
- youth workers
- partners

Purpose:

- monitor implementation
- identify challenges
- conclusions & learning
- recommendations for 2027 and beyond

7. Feedback Mechanisms

In addition to surveys, feedback is collected through:

- event evaluations
- informal discussions with participants
- advisory board meetings
- youth consultations
- online tools (Mentimeter, Padlet, Miro)

This feedback is used to **adjust activities in real time**.

8. Reporting and Analysis

Monitoring data will be analysed throughout the year.

Internal monitoring

Quarterly reviews by the coordination team.

Advisory Board Review

Two meetings per year analyse progress and provide recommendations.

Final Evaluation Report

Produced at the end of the year and includes:

- summary of activities
- participation statistics
- outreach data
- impact analysis
- lessons learned
- recommendations for future work

9. Risk Management

Mission on Track identifies and mitigates risks.

Examples:

Risk	Mitigation
low youth participation	stronger outreach
limited partner engagement	regular coordination
low survey response	simplified questionnaires
technical issues	backup platforms

10. Ethical Considerations and Data Protection

The monitoring system follows **GDPR and ethical standards**.

Principles:

- voluntary participation in surveys
- anonymous data when possible
- secure data storage
- transparency in use of data

11. Learning and Continuous Improvement

Mission on Track is not only a reporting tool.

It is also designed to support **continuous learning across the network**.

The system helps:

- identify best practices
- improve future activities



- strengthen youth participation methods
- increase policy impact

12. Conclusion

Mission on Track provides a **simple and practical monitoring framework** to track the implementation and impact of the Songs for Rights Work Plan.

By combining activity monitoring, surveys, feedback and evaluation reports, the tool ensures that the project remains aligned with:

- the EU Youth Strategy
- the European Youth Goals
- the priorities of the Erasmus+ Programme.

ANNEX 1

SURVEY 1 – Youth Consultation

Youth Consultation Survey Songs for Rights Network

Introduction

This Youth Consultation is an annual online survey for young people aged 16–30 across Europe.

It aims to understand your priorities, challenges, and ideas related to the European Youth Goals, and how music and arts can support youth participation and influence policies.

Your answers will help shape the 2026 Work Plan and future activities of the Songs for Rights Network and partners.

The survey is anonymous and takes about 5–7 minutes.

Section 1 – About You

1. Age

- ☐ 16–18
- ☐ 19–24
- ☐ 25–30

2. Country of residence

- ☐ Drop-down list (countries)

3. Are you connected to any of the following organisations?

- ☐ INA/Songs for Rights (DE)
- ☐ PluralArts (DE)
- ☐ Right Now (DE)
- ☐ HEJMO (DE)
- ☐ Articolo 12 (IT)
- ☐ YEPP Italia (IT)
- ☐ Jonathan Cooperativa Sociale (IT)
- ☐ Hopeland (GR)
- ☐ Roes Cooperativa (GR)
- ☐ Childrens Rights Network (GR)
- ☐ Cecropia Hub (GR)
- ☐ The Playground Residence (NL)
- ☐ Het Wilde Westen (NL)
- ☐ Association for a Better Life (SK)



- ☐ EDYN (SK)
- ☐ Associação Inspira! (PT)
- ☐ DYPALL (PT)
- ☐ Globelink (BE)
- ☐ Culture Centre "Ribnjak" (HR)
- ☐ Sirius (HR)
- ☐ Zelena Akcija (HR)
- ☐ Acción por la Musica (ES)
- ☐ LOGO Jugendmanagement (AU)
- ☐ YEPP Kristinestad (FI)
- ☐ EnvironMental (BG)
- ☐ YPAR (IR)

- ☐ No, I am not connected to any organisation

(Optional follow-up if yes)

3a. Name of the organisation (optional):

- ☐ Open text

Section 2 – Awareness & Understanding of Youth Goals

4. Before this survey, how familiar were you with the European Youth Goals?

- ☐ Not at all familiar
- ☐ Slightly familiar
- ☐ Moderately familiar
- ☐ Very familiar

5. Which European Youth Goals matter most to you? (Select up to 3)

- ☐ Connecting EU with Youth
- ☐ Equality of All Genders
- ☐ Inclusive Societies
- ☐ Information & Constructive Dialogue
- ☐ Mental Health & Wellbeing
- ☐ Moving Rural Youth Forward
- ☐ Quality Employment for All
- ☐ Quality Learning
- ☐ Space and Participation for All
- ☐ Sustainable Green Europe
- ☐ Youth Organisations & European Programmes
- ☐ I am not familiar with the Youth Goals



Section 3 – Music, Arts & Youth Participation

6. In your opinion, how effective are music and the arts in promoting youth voices and Youth Goals?

- ☐ Not effective
- ☐ Slightly effective
- ☐ Quite effective
- ☐ Very effective

7. Have you ever taken part in activities that use music or arts to address social or youth-related issues?

- ☐ Yes
- ☐ No

(Optional open question)

7a. If yes, what kind of activity?

- ☐ Open text

Section 4 – Challenges & Needs

8. What are the main challenges young people face today in your community or country? (Select up to 3)

- ☐ Mental health and wellbeing
- ☐ Access to education or training
- ☐ Employment and job security
- ☐ Social inclusion and discrimination
- ☐ Participation in decision-making
- ☐ Climate and environmental concerns
- ☐ Freedom of expression
- ☐ Other: ☐ Open text

9. What would help young people engage more with youth policies and Youth Goals? (Select up to 2)

- ☐ More creative approaches (music, arts, storytelling)
- ☐ Better access to information
- ☐ Training and capacity-building
- ☐ More opportunities to influence decision-makers
- ☐ Financial support for youth initiatives
- ☐ Online platforms and digital tools

Section 5 – Looking Forward



10. How interested would you be in future activities that combine youth participation, music/arts, and policy influence?

- ☐ Not interested
- ☐ Somewhat interested
- ☐ Very interested

11. What kinds of activities would you like to see more of? (Select all that apply)

- ☐ Workshops and training
- ☐ Creative campaigns (music, video, art)
- ☐ Youth-led advocacy actions
- ☐ Online learning resources
- ☐ Events and festivals
- ☐ Dialogues with policymakers

12. Is there one message you would like decision-makers to hear from young people today?

- ☐ Open text (optional, short)

Closing

Thank you for taking part!

Your input directly contributes to shaping youth-led actions, advocacy, and learning activities connected to the EU Youth Strategy.



ANNEX 2

SURVEY 2 – MID-TERM

Structure Overview

1. General Info
2. Participation in Activities (ALL 21 tasks)
3. Activity Evaluation (grouped smartly)
4. Dissemination & Communication (CRITICAL)
5. Inclusion & Participation
6. Challenges & Improvements

SECTION 1 – GENERAL INFO

1. **Organisation Name**
(Open text)
2. **Country**
(Dropdown)
3. **Your role in the project**
 - Project coordinator
 - Youth worker
 - Trainer/facilitator
 - Communication staff
 - Other: _____

SECTION 2 – PARTICIPATION IN ACTIVITIES

Q1. In which activities has your organisation participated?

Activity	Not involved	Participated	Actively contributed	Led activity
T1.1 Kick-off Meeting	☐	☐	☐	☐
T1.2 Advisory Board	☐	☐	☐	☐

[... all tasks until T1.21](#)

SECTION 3 – ACTIVITY EVALUATION

Q2. Please evaluate the quality of the activities you participated in:

[\(for each activity they participated in\)](#)

Dimension	1 Poor	2	3	4	5 Excellent
Organisation & coordination	☐	☐	☐	☐	☐

Dimension	1 Poor	2	3	4	5 Excellent
Relevance to youth needs	☐	☐	☐	☐	☐
Contribution to EU Youth Goals	☐	☐	☐	☐	☐
Participant engagement	☐	☐	☐	☐	☐
Innovation (music/art approach)	☐	☐	☐	☐	☐

Q3. Which activities had the highest value so far?

(Open text – max 2–3 examples)

Q4. Which activities need improvement?

(Open text)

SECTION 4 – DISSEMINATION & COMMUNICATION

Q5. How actively has your organisation contributed to dissemination?

Action	Not at all	Occasionally	Regularly	Very actively
Sharing social media posts	☐	☐	☐	☐
Promoting activities locally	☐	☐	☐	☐
Engaging youth in campaigns	☐	☐	☐	☐
Contributing content (videos, posts, etc.)	☐	☐	☐	☐

Q6. Estimated outreach generated by your organisation

- Number of people reached (approx): _____
- Main channels used:
 - Social media (which ones?) _____
 - Events
 - Schools/organisations
 - Other: ____

Q7. What worked well in communication?

(Open text)

Q8. What should be improved in dissemination?

(Open text)

SECTION 5 – PARTICIPATION & INCLUSION

Q9. Which groups did you reach?

(Multiple choice)

Q10. How strong was inclusion of young people with fewer opportunities?

(1–5 scale)

SECTION 6 – CHALLENGES & IMPROVEMENTS

Q11. Main challenges faced

(Open text)

Q12. What should be improved in the second half of the project?

(Open text)



ANNEX 3

SURVEY 3 – FINAL

This one becomes more **strategic + KPI-focused + forward-looking**

Structure Overview

1. General Info
2. Participation Overview (same matrix as Survey 1)
3. Final Evaluation of Activities
4. Dissemination (final reporting)
5. Results & KPIs
6. Impact
7. Recommendations for 2027

SECTION 2 – PARTICIPATION MATRIX

SAME AS MID-TERM (important for comparison)

SECTION 3 – FINAL ACTIVITY EVALUATION

Q1. Overall quality of activities (same matrix as before)

Q2. Which activities had the highest impact?

(Open text)

Q3. Which activities were less effective? Why?

(Open text)

SECTION 4 – DISSEMINATION (FINAL REPORTING)

Q4. Your organisation's contribution to dissemination:

(same matrix as mid-term)

Q5. Total estimated outreach generated by your organisation:

- Number of people reached: _____
- Number of posts shared: _____
- Number of activities promoted locally: _____

SECTION 5 – RESULTS & KPIs

Q6. To what extent were project objectives achieved?

Objective	1	Low	2	3	4	5	High
Awareness of EU Youth Goals	☐		☐	☐	☐	☐	
Youth participation	☐		☐	☐	☐	☐	

Objective	1	Low	2	3	4	5	High
Capacity building	☐		☐	☐	☐	☐	
Inclusion	☐		☐	☐	☐	☐	

Q7. Do you consider the project reached a significant number of people?

- Yes
- Partially
- No

SECTION 6 – IMPACT

Q8. What changes did you observe in participants?

[\(Open text\)](#)

Q9. What was the biggest impact of the project?

[\(Open text\)](#)

SECTION 7 – FUTURE (CRITICAL FOR FPA)

Q10. What should definitely continue in 2027?

[\(Open text\)](#)

Q11. What should be improved in 2027?

[\(Open text\)](#)

Q12. New ideas for next year

[\(Open text\)](#)