Funded by
the European Union

MENTBEST

Protecting
mental health
in times of change.

MENTBEST

Protecting mental health in times of change

Report on establishment of Co-Creator Network

Document date: 30.11.2023
Document version: 1.5
Deliverable No: 7.1

Funded by
the European Union

Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Health and Digital Executive Agency (HADEA). Neither the European Union nor the granting authority can be held responsible for them.

MENTBEST Consortium

Full Name	Short Name	Beneficiary Number	Role
EUROPEAN ALLIANCE AGAINST DEPRESSION	EAAD	1	Coordinator
INSTITUTO DE SAUDE PUBLICA DA UNIVERSIDADE DO PORTO	ISPUP	2	Beneficiary
UNIVERSIDAD AUTONOMA DE MADRID	UAM	3	Beneficiary
NATIONAL SUICIDE RESEARCH FOUNDATION	NSRF	4	Beneficiary
REGION HOVEDSTADEN	PCC	5	Beneficiary
DET NATIONALE FORSKNINGSCENTER FOR ARBEJDSMILJØ	NFA	6	Beneficiary
EESTI-ROOTSI VAIMSE TERVISE JA SUITSIDOLOOGIA INSTITUUT	ERSI	7	Beneficiary
STIFTUNG DEUTSCHE DEPRESSIONSHILFE UND SUIZIDPRAEVENTION	GDF	8	Beneficiary
QENDRES SE SHENDETIT DHE MIREQENIES KOMUNITARE	**CCHW**	**9**	**Beneficiary**
KATHOLIEKE UNIVERSITEIT LEUVEN	KUL	10	Beneficiary
MONSENSO A/S	MSS	11	Beneficiary
PINTAIL LTD	PT	12	Beneficiary
KENTRO EREVNON NOTIOANATOLIKIS EVROPIS ASTIKI MI KERDOSKOPIKI ETAIREIA	SEERC	13	Beneficiary
FUNDACIO INSTITUT HOSPITAL DEL MAR D INVESTIGACIONS MEDIQUES	IMIM	14	Beneficiary

Version Control

Version	Changes	Date
1.0	Initial draft	25.10.2023
1.3	Revised draft	31.10.2023
1.4	Final version for Project Coordinator approval	21.11.2023
1.5	As submitted to HaDEA	30.11.2023

Report on establishment of Co-Creator Network

Contents

1. Executive Summary 4

2. Table of Figures 5

3. List of Tables 5

4. Introduction and Background 6

5. Approach/Methodology 9

5.1 Standard Operating Procedure Document 9

5.2 Work Package 7 – Research Partners` Workshop 13

5.3 Terms of Reference Document 14

6. Results 17

6.1 Feedback on Stakeholder Mapping Activity 17

6.2 Engagement of Co-Creator during the project timeline 19

6.3 Establishment of Co-Creators Network 19

6.4 Co-Creators Induction Workshop 20

7. Impact and Conclusion 23

8. Appendices 24

8.1 MENTBEST Workshop – Researchers 24

8.1.1 Agenda 24

8.1.2 Presentation slides 25

8.2 Stakeholder Mapping Document 32

8.3 Terms of Reference Document 38

8.4 Co-Creators Induction Workshop 44

8.4.1 Agenda 44

8.4.2 Interactive activity 46

`

1. Executive Summary

This document reports Deliverable D7.1 and pertains to the establishment of the Co-Creator Network within the context of the European project *MENTBEST - Protecting mental health in times of change* (project reference; 101080651). This deliverable is a part of Work Package 7 which is referred to as the Participatory Action Approach (WP7). The document comprises two sections. The initial section including the introduction and background which present an overview of the WP7 objectives, and its connection to project tasks and other work packages. The second section provides a detailed description of the approach used to establish the MENTBEST Co-creators Network including an overview of the stakeholder mapping process and the recruitment of Co-Creators in all MENTBEST (COMBINA study and MENTINA trial) sites.

The document provides a comprehensive understanding of the Co-Creators Network, offering insights into its purpose and the step-by-step process involved in its establishment. It details the creation of the Standard Operating Procedure (SOP), elucidating how it was developed and its role within the network. Additionally, the document delves into the critical stakeholder activity, explaining how the mapping process was conducted to identify key stakeholders and the categorization based on the '9 Cs' framework. This mapping activity allowed for a deeper understanding of the project's landscape.

Moreover, the deliverable highlights the Terms of Reference (ToR) document, providing key insights into its content. The ToR outlines the network's aims, objectives, composition, language, roles, and responsibilities, setting a clear framework for how it will function.

The document also shares the results of the co-creators' engagement from each MENTBEST implementation partner (COMBINA study and MENTINA trial). It lists the vulnerable groups identified by each country and the specific number of co-creators selected. This data provides an overview of the diverse groups represented within the Co-Creators Network, demonstrating the project's commitment to inclusivity, and ensuring that a wide range of perspectives are taken into account.

Additionally, the document highlights another noteworthy accomplishment - the successful conclusion of Task 7.2, the establishment of the MENTBEST Co-Creators Network. This achievement was marked by the completion of the first induction workshop that brought together all co-creators. On November 10, 2023, 22 co-creators met online for a collaborative workshop. The primary objectives of this session were to introduce co-creators to the project and its objectives, extend a warm welcome, and engage in discussions about their engagement throughout the project.

In this regard, the establishment of the co-creator network plays a key role in shaping a user-centered design approach for the development of interventions. Valuable insights drawn from the lived experiences of co-creators representing vulnerable groups within the project such as youth, refugees/migrants, those experiencing long-term unemployment, older individuals, and individuals with a history of mental health challenges, significantly contribute to the development of interventions tailored to align with their specific needs, challenges, and difficulties.

This collaborative method guarantees that interventions remain relevant to the immediate concerns of the target populations and improves their effectiveness by acknowledging and incorporating the many experiences shared within the co-creator network.

2. Table of Figures

Figure 1: COMBINA & MENTINA EU regions 10
Figure 2: Steps for Stakeholder Mapping Activity 11
Figure 3: Co-Creators Platform Screenshot 16
Figure 4: Co-Creators Website Screenshot 2 16
Figure 5: Stakeholders' prioritization and Vulnerable Groups for COMBINA 18
Figure 6: Stakeholders' prioritization and Vulnerable Groups for MENTINA App 18
Figure 7: The Establishment of Co-Creators Network 20
Figure 8: Word cloud created from co-creators during the introductory workshop. 22

3. List of Tables

Table 1: WP7 links and collaboration with other MENTBEST Work Packages. 7
Table 2: List of WP7 tasks and outputs 8
Table 3: Stakeholder Identification - `9 Cs` model 11
Table 4: 34-sector table for stakeholder prioritization 12
Table 5: Prioritization and ranking of potential Co-Creators. 13
Table 6: Key Highlights included in Terms of Reference Document as part of Task 7.2 15
Table 7: Data on Co-Creators' Participation in the Conduction Workshop 21

4. Introduction and Background

MENTBEST is a 5-year EU-funded project designed to support vulnerable groups in the general population, especially at risk of being disadvantaged by dramatic societal change, experiencing stressors, and suffering (further) adverse impacts on their well-being, including mental health. The project aims to utilize established community-based interventions and innovative technologies, with a primary focus on five vulnerable groups: migrants/refugees, older individuals, younger individuals, long-term unemployed individuals, and those with mental disorders. MENTBEST is an ambitious project led by the European Alliance Against Depression (EAAD) in collaboration with a multidisciplinary consortium of 13 additional partners, collectively representing 10 countries.

MENTBEST will start by assessing the scale of change-related mental health challenges in Europe and then, in collaboration with patients, healthcare professionals, and other stakeholders, identify interventions and tools for building resilience and maintaining mental health. By building upon the expertise of existing MENTBEST partners in community-based interventions for reducing depression and suicidal behaviour, particularly the EAAD 4-Level Intervention, and incorporating the identified interventions and tools, MENTBEST will create, implement, and validate a comprehensive community-based intervention known as COMBINA in five model regions across five countries (Spain, Ireland, Estonia, Greece, Albania).

A noteworthy addition to the project is the MENTINA app, which will undergo testing through a randomized controlled trial (RCT). This app-based technology focuses on self-monitoring and self-management for mental health and utilizes artificial intelligence (AI) and individualized longitudinal statistics (n=1) to create predictive models tailored to individual users, providing preventive and self-management support. The MENTBEST app (i.e., MENTINA) will be trialled in Denmark, Germany, and Spain.

Work Package 7 – Participatory Action Approach (WP7) as an integral part of MENTBEST project, aims to engage a wide range of stakeholders, such as marginalized individuals, healthcare practitioners, policymakers, and community representatives, in collaboratively designing and influencing the development and deployment of COMBINA and the MENTINA app.

This engagement involves actively seeking and incorporating the perspectives of the co-creators into every aspect of the project, including priorities, preferences, requirements, and experiences. It also involves including co-creators as essential contributors to the research and leadership teams throughout the entire research process.

Regarding its connections with other work packages, WP7 is expected to overlap and collaborate with all the other work packages over the entire project timeline (as shown in Table 1).

MENTBEST's Other Work packages	Lead Beneficiary	Link to WP7
WP1: Mental Health Epidemiology and Interventions	SEERC	Involving Mechanism for the Intervention Consultation
WP2: COMBINA Development	ISPUP	Reviewing COMBINA
WP3: COMBINA Study	IMIM	Preparing for the Study
WP4: COMBINA Evaluation	LUCAS	Evaluation Engagement
WP5: MENTINA Development	GDF	MENTINA Testing
WP6: MENTINA Trial Delivery and Evaluation	PCC	MENTINA Trial Design
WP8: Communication, Dissemination and Future Implementation	UAM	Advice on Communication and Dissemination
WP9: Project Management	EAAD	Asking for Feedback on Tasks Achieved
WP10: Ethics Requirements	EADD	Advice on Protocol Design, Ethics Documentation, and Other Requirements

Table 1: WP7 links and collaboration with other MENTBEST Work Packages.

Thus far, WP7 has actively solicited feedback from all project partners through a combination of email correspondence and Zoom meetings. Furthermore, Standard Operating Procedure (SOP) and Terms of Reference (ToR) documents were disseminated to project partners to solicit their valuable input and comments, in particular, these documents were shared with WP8 (Communication & Dissemination) and WP9 (Project Management). This collaborative feedback process ensured that the documents were thoroughly reviewed and refined through collective input.

The specific three objectives of WP7 as stated in the Deed of Agreement (DoA) are:

- To establish a **representative sample of stakeholders** who will be the end-users of COMBINA and the MENTINA app, plus experts in social sciences, and recruit them as **co-creators** of these interventions. These co-creating stakeholders include members of vulnerable groups, as well as representatives of the wider communities into which COMBINA will be deployed.

- To seek and incorporate comprehensive **co-creator inputs to all WPs**, regarding the priorities, preferences, requirements and experiences of vulnerable individuals, patients, healthcare providers, policy makers and community stakeholders.

- To **engage co-creators as an integral part of the research and leadership teams** to provide unique perspectives in the planning, delivery, analysis, and synthesis of the whole research process including publications authorship.

Deliverable 7.1 - Report on establishment of Co-Creator Network involves the completion of Task 7.1. and Task 7.2. The core objectives of Task 7.1. Stakeholder mapping involved implementing this procedure across all model regions (COMBINA) and trial sites (MENTINA app) with the following key purposes:

a) fostering a collective understanding of key end-users who have the potential to serve as co-creators

b) identifying potential risks associated with marginalized stakeholders whose voices may be disregarded

c) prioritizing stakeholders to ensure the appropriate allocation of resources and the adoption of the most suitable engagement strategy

d) laying the groundwork for our strategies concerning communication and engagement.

Task 7.2 *Establishment of MENTBEST CO-Creators Network* aims to select a group of people from the service provider and end-user groups identified in Task 7.1. These individuals were enlisted as co-creators during the early developmental phases in our five COMBINA model regions (Albania, Estonia, Ireland, Greece, and Spain) and our three MENTINA trial sites (Denmark, Germany, Spain).

As for the additional responsibilities carried out by WP7, they are presented in the following table.

WP7 Tasks	**Lead**	**Partners**	**Timeline**	**Output**
TASK 7.1 Stakeholder mapping	CCHW	EAAD, NSRF, PCC, ERSI, GDF, SEERC, IMIM	M1-M6	Output 7.1
TASK 7.2 Establishment of MENTBEST CO-Creators Network	CCHW	NSRF, PCC, ERSI, GDF, SEERC, IMIM	M6-M8	Output 7.1
TASK 7.3 CO-Creator consensus on COMBINA	CCHW	CCHW; EAAD, NSRF, ERSI, SEERC, IMIM	M9-M18	Output 7.2
TASK 7.4 Co-creation of the MENTINA app	CCHW	GDF, MSS, PCC	M3-M11	Output 7.2
TASK 7.5 Assessment of co-creation process	CCHW &EAAD		M19-M24	Output 7.3
TASK 7.6 Co-creation of communication and dissemination	CCHW	UAM, EAAD, GDF, PCC	M1-M60	Outputs in WP8

Table 2: List of WP7 tasks and outputs

5. Approach/Methodology

The establishment of the Co-Creators Network in WP7 (Work Package 7) involved an adapted systematic approach based on the PRODUCES framework, which includes the following components: Problem, Objective, Design, (end-) Users, Co-creators, Evaluation, and Scalability. This approach was carefully crafted to facilitate the utilization of participatory methodologies in the co-creation of the COMBINA intervention and the MENTINA app. In addition to the PRODUCES framework, several key activities were undertaken to facilitate the establishment of the Co-Creators Network:

Standard Operating Procedures (SOP): A set of standardized procedures was developed and documented for all participating countries. These procedures ensured consistency and a unified approach to co-creation across different regions and countries.

Work Package 7 – Research Partners' Workshop: One workshop was organized to bring together all project sites to discuss and further refine the co-creation process. This helped in the exchange of ideas and experiences, fostering a collaborative approach.

Terms of Reference (ToR): A ToR document was prepared to clearly define the roles and responsibilities of all involved parties, including co-creators, project team members, and stakeholders. This document outlines expectations, timelines, and deliverables.

The systematic approach, combined with SOPs, the WP7 workshop, the ToR document, and an online platform (outlined further below), aims to facilitate effective co-creation, ensuring that the COMBINA intervention and MENTINA app meet the objectives and needs of their target users while being scalable for broader adoption in various regions and contexts, as well as for the contribution of co-creators throughout the project.

Drafting the essential documents for the formation of the Co-Creators Network in WP7 (Work Package 7) is a crucial measure to guarantee a systematic and efficiently coordinated method for co-creation.

Below is a more detailed explanation of the entire process:

5.1 Standard Operating Procedure Document

The Standard Operating Procedure was the first key achievement in the process of the establishment of co-creators Network. The WP7 team with their previous experience on co-creation and project management, drafted the SOP document and shared with all partners by email on **8.06.2023** (Appendix 1).

Objective: The SOP's primary objective was to support partners in mapping potential stakeholders and identifying specific groups considered advantageous as potential co-creators after the mapping analysis concluded. Three weeks were allocated to this activity, with the deadline for the stakeholder mapping being June 29, 2023. It's important to note that, in compliance with GDPR and data protection acts, there was no requirement to share any personal data of potential stakeholders with any of the MENTBEST partners at this stage.

The stakeholder analysis was a concurrent activity taking place at all participating sites (COMBINA and MENTINA) which include Albania, Estonia, Ireland, Greece, Spain, Denmark, and Germany. The local research teams in these locations were encouraged to utilize this Standard Operating

Procedure (SOP) as a guiding framework to conduct the stakeholder mapping activity. This ensured a standardized and cohesive approach to the analysis across all regions, enhancing the quality and consistency of the results.

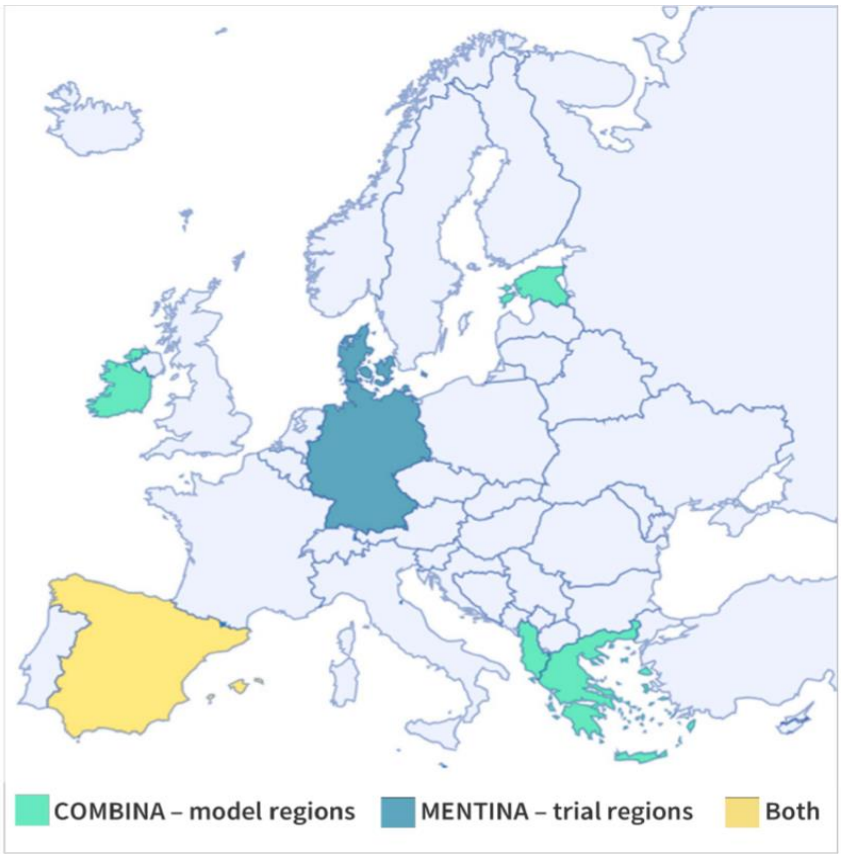


Figure 1: COMBINA & MENTINA EU regions

Consideration of Vulnerable Groups: During the mapping process, each partner was asked to consider all five vulnerable groups (target groups in MENTBEST) described below:

1. migrants/refugees
2. younger people
3. older people
4. long-term unemployed
5. Individuals with mental health disorders.

However, it was understood that partners would not be expected to engage with all those groups as co-creators during the project. As per the consensus reached in the MENTBEST Consortium meetings, every partner has chosen 2-3 primary vulnerable groups, with a commitment to ensuring fair and balanced representation of these groups across the project. Consequently, there was a mandate for at least 1 co-creator representing each vulnerable group (identified) per site, alongside at least 1 professional who may potentially use the platform as a service provider in the future.

Stakeholder Mapping: Each partner was instructed to conduct a stakeholder mapping, and they followed these steps:

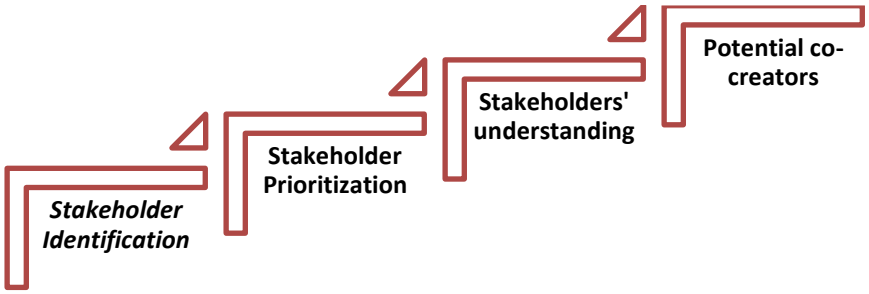


Figure 2: Steps for Stakeholder Mapping Activity

Step 1 - *Stakeholder Identification:* In their research teams, each country began by brainstorming a list of all the people, groups, and organizations that are likely be affected by the COMBINA and MENTINA interventions within the five vulnerable groups that had been previously identified. They categorized their stakeholders according to the following '9 Cs' (as shown in the table below) to ensure that they included all relevant stakeholders.

	Stakeholder Identification - `9 Cs` model	
1.	Commissioners	Entities that provided funding or financial support to the organization for various activities included Ministries of Health, municipalities, and similar institutions.
2.	Customers/service user	Individuals or entities who procure and utilize the services provided by the organization.
3.	Collaborators	Individuals or professionals with whom the organization collaborates to develop and deliver services, such as psychologists, teachers, pharmacists, etc.
4.	Contributors	Sources or providers from whom the organization obtains content for its services.
5.	Channels	Individuals or entities who facilitate the organization's access to a market or service users, such as General Practitioners (GPs) who may make referrals to mental health teams, or hospital staff in A&E department, and similar roles.
6.	Commentators	Individuals whose opinions about the organization are influential and are heard by service users and others, such as journalists, influencers, and similar communicators.
7.	Consumers	Those who receive services from the organization's customers, including patients, families, and users.
8.	Champions	Individuals who believe in the project and are willing to actively endorse and support it.
9.	Competitors	Individuals or entities operating within the same domain who provide comparable or alternative services.

Table 3: Stakeholder Identification - `9 Cs` model

Step 2 - Stakeholder Prioritization: Each country initiated the process of ranking or categorizing the stakeholders' list based on their level of influence, interest, or importance in a project or initiative. This facilitated the concentration of resources, communication, and engagement efforts on the stakeholders who had the most significant impact on the project's success.

The process of prioritizing co-creators was carried out using the following table as a reference.

High power	**Satisfy (Dissemination)** **Opinion formers. Keep them satisfied with what is happening and review your analysis of their position regularly**	**Manage** **(CO-Production & Dissemination)** **Key stakeholders who should be fully engaged through communication and consultation.**
Low power	**Monitor** This group may not be included if time and resources are stretched.	**Inform** **(CO-Production & Dissemination)** Patients/service users often fall into this category. It may be helpful to take steps to increase their influence by organising them into groups or taking active consultative work.
	Low impact/stakeholder	**High impact/stakeholder**

Table 4: 34-sector table for stakeholder prioritization

Step 3: *Stakeholders' understanding* entailed making sure that all pertinent stakeholders had a thorough comprehension of the project's goals, objectives, processes, and their respective roles within it. This understanding was crucial for facilitating effective collaboration, communication, and the successful implementation of the project. Additionally, this understanding allowed for the preparation of a readiness for change matrix to determine who supported or opposed the proposals. It also aided in identifying any influencing activities that might be necessary.

Step 4 - Potential Co-Creators: Based on the preceding steps, the countries finalized the table below by assigning rankings to the groups they believed could be effectively engaged as potential co-creators. A ranking of 1 indicates the group they are most likely to engage well with, while a ranking of 5 signifies the group they believe they cannot engage at all. This ranking process helped in prioritizing and focusing efforts on those groups with the highest potential for effective co-creation (as shown in the table below). After prioritizing vulnerable groups, every partner defined its approach to financially reimburse the co-creators in accordance with national and institutional guidelines for engagement.

Priority	Vulnerable group	Incentives required	Incentives each country can provide
1 - 5	e.g., young people	e.g., Financial, supporting CV and references, upskilling certification of courses etc.	e.g., CV and references, authorship in papers, Course certification.

Table 5: Prioritization and ranking of potential Co-Creators.

5.2 Work Package 7 – Research Partners` Workshop

The MENTBEST partners met for an online workshop dedicated to the Co-creators Network creation on September 15th, 2023. The workshop involved 13 MENTBEST partners representing all project sites involved in the development of the COMBINA evaluation (Albania, Estonia, Greece, Ireland, and Spain) and MENTINA app (Germany, Denmark, and Spain). The central focus of this workshop was to engage in in-depth discussions with partners in order to formulate a strategic plan for establishing the Co-creator's Network. The Workshop agenda, presentation slides and minutes can be found in the appendix.

The workshop addressed several critical topics such as:

1. Co-Creator Involvement in COMBINA: Deliberations were held on how to effectively engage co-creators in the COMBINA project.

2. Co-Creator Engagement in MENTINA: Strategies for involving co-creators in the development of the MENTINA app were explored.

3. Co-Creator Involvement in Communications (Comms): Approaches for including co-creators in project communications and dissemination efforts were discussed.

4. Integration of Co-Creators into Research Teams: The workshop examined the integration of co-creators into research teams and their roles throughout the research process.

5. Feedback from Stakeholder Mapping: Partners shared and analysed the feedback gathered from the stakeholder mapping activities they conducted. This included a focus on group prioritization and their involvement in each country.

6. Incentives for Co-Creator Engagement: Various incentives that could motivate co-creators to actively participate in project activities were identified and discussed.

These topics included critical aspects of planning and consideration to ensure the successful creation and participation of the Co-creator's Network in the collaborative endeavours of the project. This collaborative decision-making process, grounded in the findings from the stakeholder mapping, ensured that the Co-creators Network remained dynamic and responsive to the unique needs and circumstances of each partner country. It promoted inclusivity and a tailored approach to co-creation, enabling the project to effectively address the identified vulnerabilities and challenges.

The results from the workshop and SOP are presented in detail in the Results section of this Deliverable.

5.3 Terms of Reference Document

Another crucial document prepared by WP7 and shared with other partners via email and project team communication channels was the "Terms of Reference Document for the Co-creation Network" (established and shared with partners on 16 October 2023). This document outlined the terms of reference for the Network, including its purpose, objectives, composition, and operational guidelines.

To create this document, the WP team relied on feedback and results provided by the Standard Operating Procedures (SOP) prepared by all countries, discussions held separately with WP, the output from the workshop with all partners, and specific collaboration with WP2, WP3, WP4, WP5, WP8, and WP9 (Table 1).

The table below provides a description of the contents of the Terms of Reference document, which includes the aim, objectives, composition, language, roles and responsibilities, and recommended approaches for the Co-creators Network.

In further details this information can be found to the Terms of Reference (ToR) document attached as an Appendix.

Key Highlights included in Terms of Reference Document as part of Task 7.2	
Section	**Content Description**
Purpose	• The primary purpose of the Co-Creators Network is to nurture collaboration, engagement, and co-creation among stakeholders in the seven European countries where MENTBEST is taking place. • This participatory approach aims to improve the efficacy and applicability of the MENTBEST interventions by considering diverse perspectives, knowledge, and expertise.
Objectives	• **Facilitating Active Participation:** The Network's foremost aim is to facilitate the active involvement and co-creation of project stakeholders operating within the domain of the project. • **Promoting Knowledge Exchange:** The network encourages knowledge sharing, the interchange of ideas and experiences, and the dissemination of best practices that are relevant to the project's aims and goals. • **Inclusive Decision-Making:** The Co-Creators Network is committed to ensuring that the viewpoints of all stakeholders, including researchers, practitioners, and beneficiaries, are taken into account during the decision-making and implementation phases of the MENTBEST project. • **Enhancing Project Development:** The Co-Creators Network aims to refine and improve project activities, methodologies, and outcomes through collaborative efforts.
Composition	• **Participating Countries:** The project spans across seven European

Key Highlights included in Terms of Reference Document as part of Task 7.2	
	countries: Albania, Estonia, Ireland, Greece, Spain, Denmark, and Germany. • **End Users:** These includes migrants/refugees, younger individuals, older adults, long-term unemployed persons, and those with previous mental health conditions. • **Service providers:** This category includes academics and service providers who may contribute to the project's outcomes during its development and potentially implement interventions after the project has ended.
Language	• English
Roles and Responsibilities	• **Collaborative Input:** The Co-Creators Network serves as a platform for various stakeholders to offer continuous input and feedback to enhance project development and execution. • **Embedded Research Team Members:** Co-creators are integral members of research teams, actively contributing to multiple research aspects, including evaluation protocols, participant recruitment, and qualitative interviews. • **Iterative Approach and Beta Testing:** Co-creators act as beta testers for the MENTINA app, providing valuable insights on app elements and usability. • **Co-Creation of Communication and Dissemination**: Co-creators participate in creating and promoting communication materials, ensuring accessibility and relevance for diverse stakeholder populations.
Capacity Building	Engaging as a Co-Creator with MENBEST offers several advantages, such as: • Access to Online Learning Courses for Skill Enhancement (MOOCs). • Support for References and CV Development. • Establishment of Peer Networks and Valuable Connections. • Potential for Authorship in Research Papers. • Financial reimbursement for contribution to the project (to be adapted by each country aligned to specific legislation and institutional regulations).

Table 6: Key Highlights included in Terms of Reference Document as part of Task 7.2

Two significant considerations related to co-creators, collaboratively decided with all participating countries, were language usage and communication channels:

Language Choice: The language chosen for communication within the Co-Creators Network was English. This decision followed the Cascade approach, where local networks selected English-speaking representatives, regional offices managed the local network, and the Community Centre for Health and Wellbeing (CCHW) manages the representative network. In practical terms, the cascade approach involves the dissemination of information, materials, and communication through a multi-tiered system. The Co-Creators Network represent the core body of MENTBEST stakeholders, where common language is essential to collaborate as a community of practice. Furthermore, each research team and local co-creators will be supported by WP7 to reach wider

stakeholder representatives at local levels to conduct surveys or focus groups (as required) in local languages.

Communication Channels and Co-Creators Online Platform: It was determined that the network would utilize email communication and an online, password protected forum integrated into the collaborative platforms available on the MENTBEST website. These channels were selected to facilitate ongoing engagement and information exchange among network members.

In collaboration with WP8, the initial concept for the content of the Co-Creators Network dedicated platform on the *MENTBEST website* has been established. This platform includes project information, videos of Principal Investigators (PIs) in local languages introducing the project and the role of the co-creator, an upskilling library, and sections dedicated to COMBINA development (including materials and workshops) and MENTINA Development (comprising MENTINA materials and workshop details). Additionally, a dedicated discussion forum for co-creators has been created.

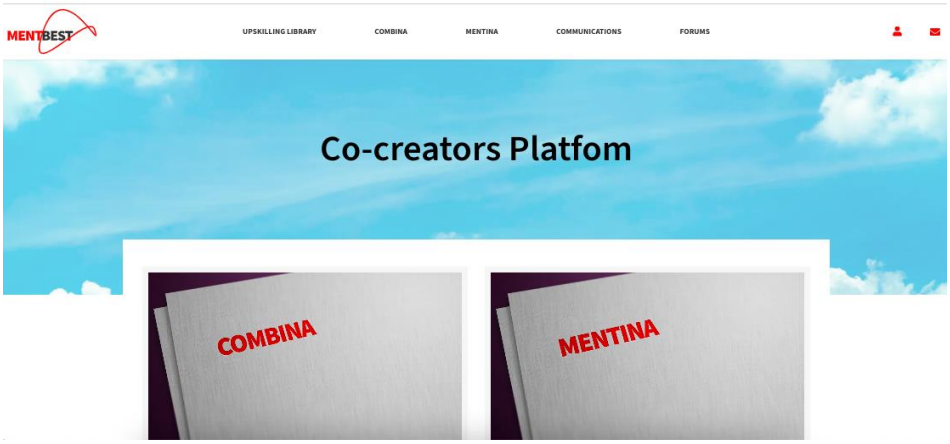


Figure 3: Co-Creators Platform Screenshot

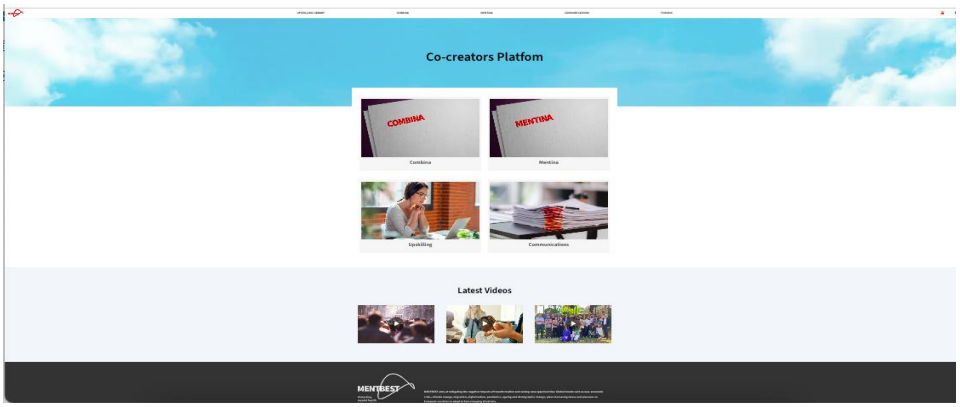


Figure 4: Co-Creators Website Screenshot 2

6. Results

In this section, we present information and feedback gathered from the Standard Operating Procedures (SOP) submitted by all countries. This includes pertinent information from the Terms of Reference (ToR) concerning the engagement of co-creators throughout the project and the current roster of established co-creators. Furthermore, this section includes a detailed account of the initial workshop conducted with the co-creators who have already been recruited from all participating countries.

6.1 Feedback on Stakeholder Mapping Activity

As previously described, each participating country conducted the Standard Operating Procedure (SOP) activity by adhering to the steps and guidelines set forth by WP7.

In all the model regions (COMBINA) and trial sites (MENTINA app), the Stakeholder Mapping activity had several key aims:

- **Creating a Shared Understanding:** The primary goal was to establish a shared understanding of the key end-users and stakeholders who have the potential to become co-creators in the project. This shared understanding ensures that all project participants are on the same page regarding who the critical stakeholders are.
- **Identifying Potential Risks:** Another significant objective was to identify any potential risks associated with vulnerable stakeholders whose voices might not be adequately heard. Recognizing these risks allows for proactive measures to ensure their inclusion and address their needs effectively.
- **Prioritizing Stakeholders:** The activity aimed to prioritize stakeholders based on their relevance and influence, allowing for the allocation of resources and the application of the most suitable engagement strategies. This ensures that efforts are targeted effectively, maximizing the impact of engagement.
- **Foundation for Communication and Engagement:** Stakeholder mapping provided the essential foundation for the development of a robust communication and engagement strategy. It served as the basis for tailoring communication efforts to different stakeholder groups and ensuring effective interaction throughout the project.

Each project site aimed to recruit a minimum of one co-creator for every 2-3 vulnerable groups identified in that site's region. Additionally, each site intended to involve at least one stakeholder who could potentially become a service provider on the platform in the future.

While some individuals may belong to multiple vulnerable groups (e.g., being both young and unemployed), one of the key criteria was to maintain a balanced distribution in terms of gender, age, educational background, and economic status among the co-creators. This approach ensures that the co-creator team is representative and inclusive of a diverse range of perspectives and experiences.

The figures below display the results from each country for the MENTINA app and COMBINA, listing the vulnerable groups in order of priority (number in parathesis).

Vulnerable Groups for COMBINA

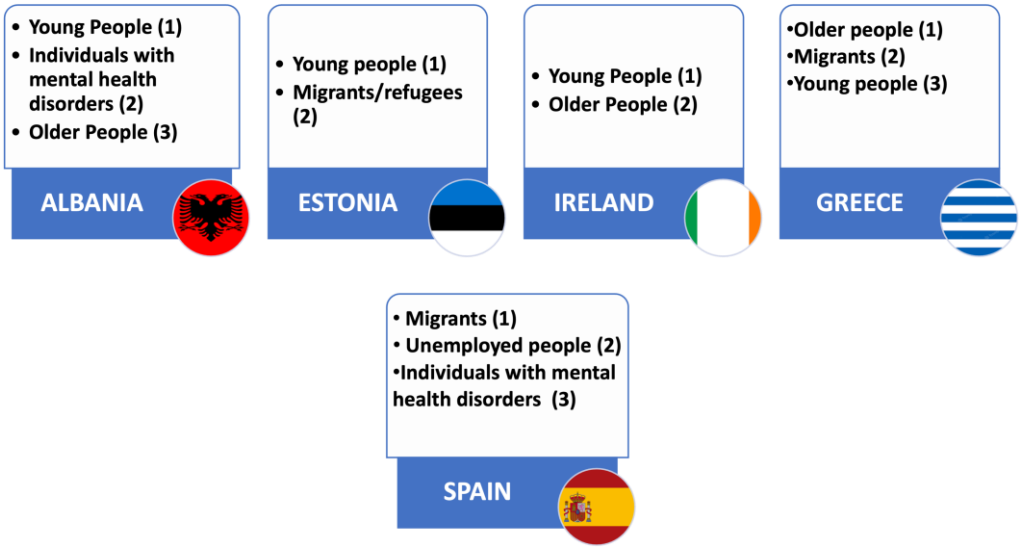


Figure 5: Stakeholders' prioritization and Vulnerable Groups for COMBINA

Vulnerable Groups for MENTINA App

Figure 6: Stakeholders' prioritization and Vulnerable Groups for MENTINA App

The data presented above clearly indicates that all vulnerable groups are effectively represented in the project. After the stakeholder mapping activity, each country focused on recruiting at least one co-creator for each of the identified groups. Additionally, a specific co-creator was designated for communication (Task.7.6), while another co-creator will be assigned to the evaluation of the co-creators' involvement (Task. 7.5). This approach ensures comprehensive representation and active participation of all key stakeholder groups in the project.

6.2 Engagement of Co-Creator during the project timeline

Drawing from collaborative discussions and engagements with project partners, and in accordance with the project's Description of Work (DoA), the engagement of Co-Creators throughout the project is structured as follows:

- ***Co-Creators Engagement for COMBINA (Month 9 to Month 18)***

For COMBINA, Co-Creators will engage in a series of workshops and webinars designed to provide input into its creation. This will include approximately 3 to 4 workshops, each lasting around 1 hour. Co-Creators will also contribute to the review of project-related emails and documents, ensuring their perspectives are well-integrated into the decision-making processes'-Creator consultative workshops will be organized during the development phase, with the exact frequency determined in collaboration with all partners, further promoting the active involvement of Co-Creators.

- ***Co-creators Engagement for MENTINA App (Month 8 – Month 11)***

During this phase, Co-Creators will actively participate in a variety of activities. For MENTINA (Month 8 to Month 11), their role involves offering continuous feedback and insights concerning various elements of the MENTINA app, including language, instructions, and other relevant aspects. Additionally, Co-Creators will serve as beta testers for the MENTINA app.

- ***Co-Creators Engagement for Communication (Month 1 to Month 60)***

Co-Creators will play a central role in the preparation, distribution, and promotion of communication and dissemination materials and activities (as part of WP8, Task 8.2). Each project site will designate one specific stakeholder who will offer valuable feedback to the communication team in WP8.

- ***Co-Creators Embedded in Research Teams (Month 1 to Month 60)***

Co-Creators will be fully integrated into the research teams, and their active participation will be extended throughout the entire project. This will include providing input on various aspects such as evaluation protocols, the selection of evaluation outcomes, population sampling, participant recruitment strategies, the creation of accessible participant information sheets, topic guides for qualitative interviews, participation as co-interviewers in qualitative interviews, contribution to data synthesis and analysis, and potentially co-authoring project publications. This integration ensures that Co-Creators' insights and experiences become an integral part of the research process, enriching the project's outcomes.

6.3 Establishment of Co-Creators Network

In the process of establishing the Co-Creators Network, each participating country has successfully recruited Co-Creators. They engaged in extensive dialogues with relevant organizations, providing essential project information and guidance based on the Standard Operating Procedure (SOP) activities and the Terms of Reference (ToR) document.

It is important to note that the recruitment process is dynamic and may evolve over time, allowing for the potential addition of new Co-Creators. Conversely, it's also recognized that there may be attrition or loss of Co-Creators during the course of the project. This flexibility and adaptability

ensure that the Co-Creators Network remains responsive and representative throughout the project's lifecycle.

As of the present, the Co-Creator Network comprises a total of 24 co-creators, each of whom is strategically distributed among various vulnerable groups, ensuring a well-rounded and inclusive representation.

The figure below illustrates the distribution of Co-Creators across different categories. Numbers in parentheses indicate how many co-creators are recruited by each partner, specifying the breakdown between service providers and end users, along with the respective groups they represent.

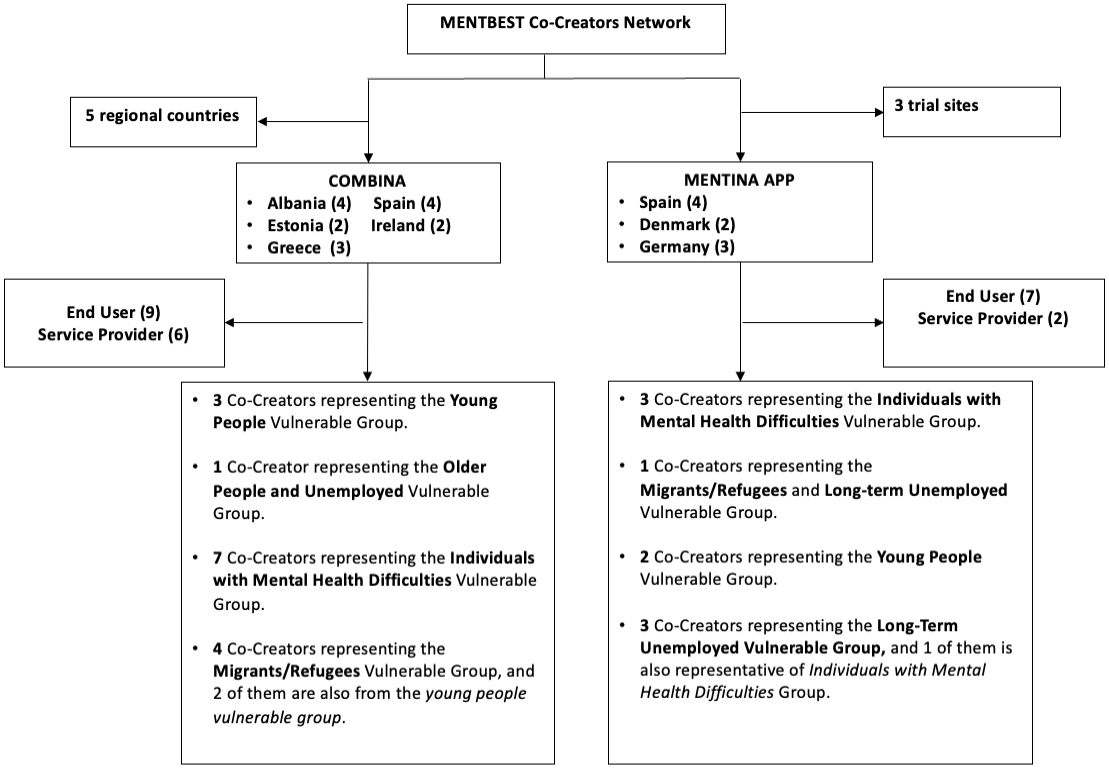


Figure 7: The Establishment of Co-Creators Network

6.4 Co-Creators Induction Workshop

The first workshop for co-creators was conducted on November 10, 2023, through a Zoom meeting. The aim of this induction workshop was to empower co-creators with a deep understanding of the project and their key roles. Participants were provided with pre-meeting materials to help them in their preparation. These materials included the Terms of References Document, a video recording featuring the local Principal Investigator (PI) discussing the study and co-creator engagement, a video from the WP5 team explaining the MENTINA app, and access to the website along with registration guidelines.

Out of a total of 24 co-creators (refer to Figure 6), 22 participated in the co-creator's induction workshop involving 16 end users and 6 service providers. The breakdown of countries and the vulnerable groups they represented is presented in the table below (Table 7).

Participation of Co-Creators in the Conduction Workshop		
COMBINA Trial		
Number of Co-Creators for each Country	*End user vs Service provider*	*Division of Groups Represented*
Albania (4)	3 End users	▪ 1 representing **older people.** ▪ 1 representing **young people** and **unemployed** group. ▪ 1 representing **individuals with mental health difficulties**.
	1 Service provider	▪ 1 co-creator representing **individuals with mental health difficulties.**
Greece (3)	2 End users	▪ 1 representing **migrants/refugees**, ▪ 1 representing both **young people** and **migrants/refugees**
	1 Service provider	▪ 1 representing **young people** and also **long-term unemployed** group.
Estonia (2)	2 End users	▪ 1 representing **young people** and also **long-term unemployed group**. ▪ 1 representing **migrants/refugees.**
Ireland (2)	2 End users	▪ 2 representing **individuals with mental health difficulties.**
Spain (4)	2 End users	▪ 2 representing **individuals with mental health difficulties**.
	2 Service providers	▪ 1 representing **individuals with mental health difficulties**. ▪ 1 representing **migrants/refugee's** and also **individuals with mental health difficulties**.
MENTINA APP		
Denmark (2)	1 End user	▪ 1 representing **individuals with mental health difficulties**.
	1 Service provider	▪ 1 representing **long-term unemployed** group.
Germany (2)	1 End user	▪ 1 representing **individuals with mental health difficulties.**
	1 Service provider	▪ 1 representing **young people**.
Spain (3)	3 End users	▪ 2 representing **individuals with mental health difficulties**. ▪ 1 representing **long-term unemployed** group.

Table 7: Data on Co-Creators' Participation in the Conduction Workshop

The workshop agenda featured several important elements, starting with a warm welcome and opening remarks. Following this, participants introduced themselves briefly, sharing who they are, where they are located, and who they represent. Key discussions during the workshop included:

1. Introductions and welcome by Prof Hegerl (Project Coordinator)
2. Introduction to COMBINA Intervention development
3. Introduction to MENTINA Intervention development
4. Discussions on the Terms of References and participatory approach
5. Overview of communication channels and demonstration of the Co-Creators platform
6. An interactive activity on Co-Creators knowledge
7. Next steps

The aim of the interactive activity was to establish a baseline understanding of co-creator's knowledge and expertise regarding some important research aspects that they will be involved in. We aim to use this knowledge to create tailored upskilling activities for our co-creators. The co-creators' responses are provided in graph format in Appendix 8.4.2.

Figure 8: Word cloud created from co-creators during the introductory workshop.

In general, this workshop offered all participants a comprehensive information about MENTBEST's aims and objectives, their responsibilities within the project, their expected contributions, timeline and main activities, and the benefits of becoming co-creators in the MENTBEST project. Furthermore, the workshop established the foundation for efficient communication and cooperation throughout the project.

7. Impact and Conclusion

In conclusion, the establishment of the Co-creators Network represents a milestone achievement for the MENTBEST project. It not only displays a dedication to a participatory and collaborative approach but also establishes a standard for projects in the field of mental health support and intervention. The network's development, driven by the PRODUCES framework and supported by the combined efforts of all partners, indicates a dedication to accomplishing the project objectives.

As the project proceeds, the Co-creators Network will remain a cornerstone of achievement, ensuring that the network remains flexible responsive, and closely linked with the requirements of vulnerable groups. The commitment to open communication, feedback, and continual involvement with co-creators promises to deliver significant outcomes and make an apparent distinction in the project.

8. Appendices

8.1 MENTBEST Workshop – Researchers

8.1.1 Agenda

MENTBEST: Protecting mental health in times of change. **MENTBEST Workshop – Researchers** **Friday 15 September 2023** **14.00 CET**
Introduction (2 minutes) • Welcome and Introduction to the Workshop • Brief Overview of the Agenda
Topic 1: Engagement of Co-creators in COMBINA (10 minutes) • Discussion on the strategies for engaging co-creators in the COMBINA project. • Q&A and open floor for ideas and suggestions.
Topic 2: Engagement of Co-creators in MENTINA (10 minutes) • Exploration of strategies for engaging co-creators in the MENTINA app.
Topic 3: Exploring Strategies for Engaging Co-creators in the MENTINA App (10 minutes) • A more in-depth discussion on strategies, potential challenges, and solutions related to co-creator engagement in the MENTINA app.
Topic 4: Engagement of Co-creators in Communications (Comms) (5 minutes) • An overview of how co-creators can be engaged in communication efforts. • Sharing successful communication strategies. • Brief discussion.
Topic 5: Co-Creator Integration into Research Teams (5 minutes) • Discussing the process of integrating co-creators into research teams.
Topic 6: Feedback from Stakeholder Mapping (10 minutes) • Presenting feedback gathered from stakeholder mapping. • Discussing how this feedback can inform co-creator engagement. • Open discussion.
Topic 7: Incentives for Co-Creator Engagement (5 minutes) • Exploring different incentive options for co-creators. • Q&A.
Closing Remarks (3 minutes) • Final thoughts and acknowledgments.

8.1.2 Presentation slides

End-users and stakeholders
(stratified)

1. migrants/refugees
2. younger people
3. older people
4. long-term unemployed
5. Individuals with mental health disorder

Each site will recruit at least 1 co-creator per 2-3 vulnerable groups, per site and at least 1 stakeholder who may use the platform in the future as potential service provider. Some may overlap (e.g. young and unemployed).

- **Albania**
- **Estonia**
- **Ireland**
- **Greece**
- **Spain**
- **Denmark**
- **Germany**
- **Spain**

Co-creators Engagement

- COMBINA **M9-M18**
- Mentina **M8-M11**
- Comms **M1-M60**
- **Embedded into the research teams M1-M60**

Co-creators Engagement COMBINA **M9-M18**

1. Delphi to focus on presenting the best evidence, pros and cons for each intervention identified and guide a prioritization exercise to reach consensus on the intervention element/s that will be added to COMBINA and the development of COMBINA. (only if required, oltherwise can be included on the workshops)

- **Albania**
- **Estonia**
- **Ireland**
- **Greece**
- **Spain**
- **Denmark**
- **Germany**
- **Spain**

2. Co-creators workshops/webinars to provide input into COMBINA creation.
   - ✓ **3-4 workshops**
   - ✓ **1-2hrs long each**
   - ✓ **Emails and documents may need reviewing**

Co-creators Engagement Mentina **M8-M11**

- The co-creators will provide ongoing input regarding the MENTINA app elements, language, instructions etc and will be our beta testers for the MENTINA app.

- **Denmark**
- **Germany**
- **Spain**

Co-creators workshops/webinars to provide input into COMBINA creation.

- ✓ **3-4 workshops**
- ✓ **1 hrs long each**
- ✓ **Emails and documents may need reviewing**

Co-creators Engagement Comms **M1-M60**

- Stakeholders will directly contribute to the preparation, distribution and promotion of communication and dissemination materials and activities (WP8, Task 8.2).

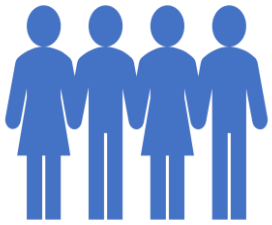
Each site to identify 1 designated stakeholder who can provide feedback to comms WP8.

- **Albania**
- **Estonia**
- **Ireland**
- **Greece**
- **Spain**
- **Denmark**
- **Germany**
- **Spain**

CO-Creator embedded into the research teams (M1-M60)

Providing input in the:

- evaluation protocols
- including selection of evaluation outcomes
- population sampling
- participant recruitment strategies
- creation of participant information sheets in accessible language
- creation of topic guides for qualitative interviews
- participation in qualitative interviews as co-interviewers
- data synthesis and analysis
- publication authorships

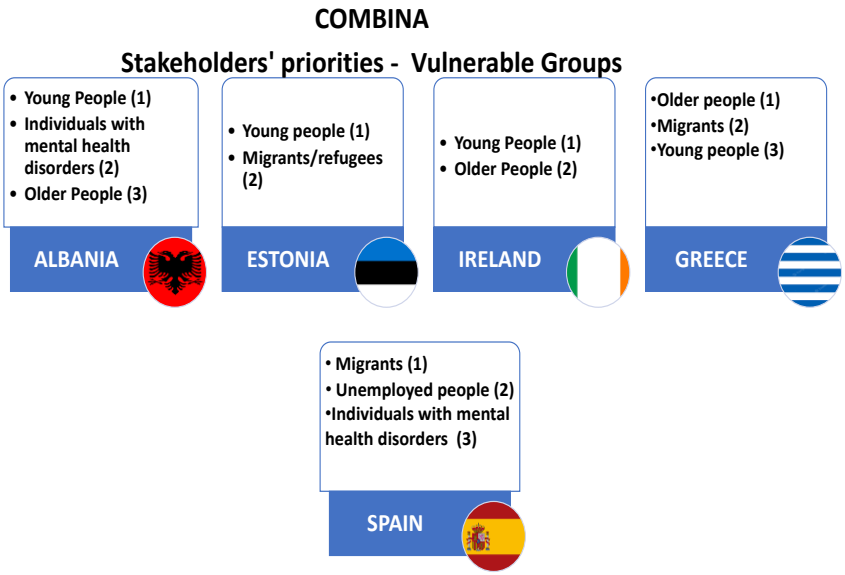


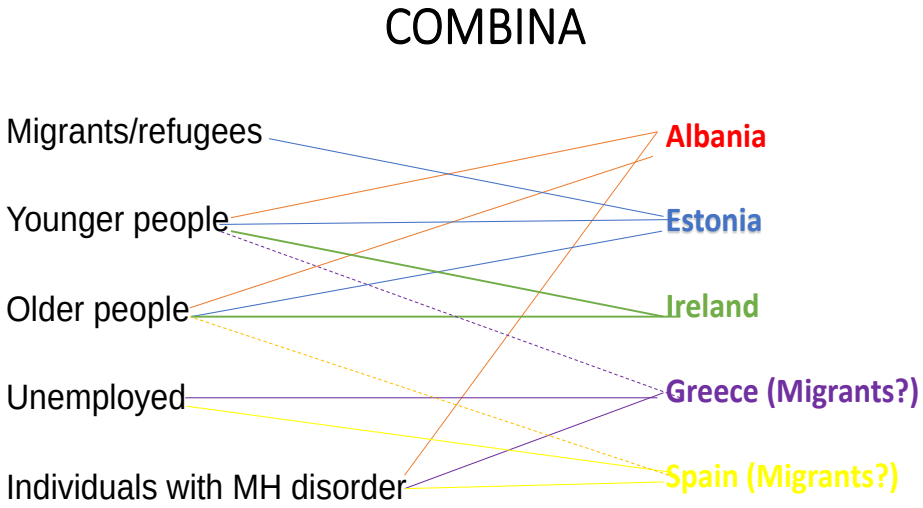
Feedback from Stakeholder mapping

- **Albania**
- **Estonia**
- **Ireland**
- **Greece**
- **Spain**
- **Denmark**
- **Germany**
- **Spain**

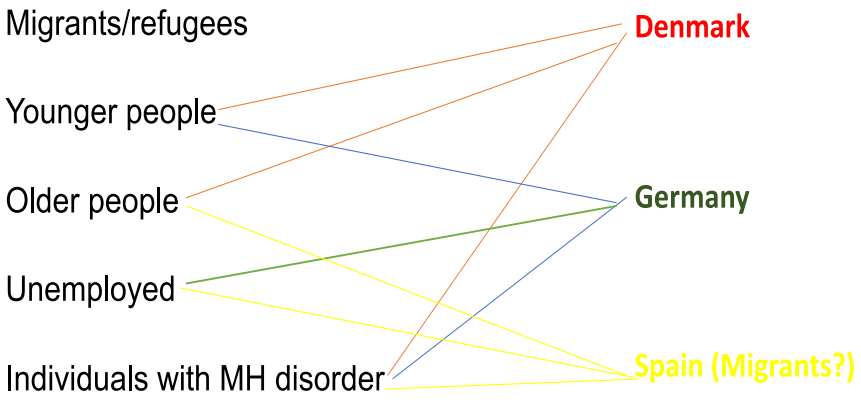
Stakeholders' priorities - Vulnerable Groups

SPAIN	DENMARK	GERMANY
• Migrants (1) • Unemployed people (2) • Individuals with mental health disorders (3)	• Individuals with mental health disorders (1) • Long-term unemployed people (2)	• Young people (1) • Individuals with mental health disorders (2) • Long-term unemployed people (3) • Migrants (4) • Older people (5)


COMBINA
Stakeholders' priorities - Vulnerable Groups
• Young People (1)
• Individuals with mental health disorders (2)
• Older People (3)
ALBANIA
• Young people (1)
• Migrants/refugees (2)
ESTONIA
• Young People (1)
• Older People (2)
IRELAND
•Older people (1)
•Migrants (2)
•Young people (3)
GREECE
• Migrants (1)
• Unemployed people (2)
•Individuals with mental health disorders (3)
SPAIN


COMBINA
Migrants/refugees
Younger people
Older people
Unemployed
Individuals with MH disorder
Albania
Estonia
Ireland
Greece (Migrants?)
Spain (Migrants?)

MENTINA



Overall engagement

COMBINA	MENTINA	COMS	Study
✓ Delphi maybe ✓ 3-4 workshops online (1 face to face) ✓ 1-2hrs long each ✓ Emails and documents may need reviewing	✓ 3-4 workshops ✓ 1hr long each ✓ Emails and documents may need reviewing	✓ 1 designated co-creator per site	✓1 designated co-creator per site

Incentives

- MOOC's to upskill co-creators (certificates)
- Authorship in potential papers
- References, CV support
- Peer network and connections (discussing with WP8)

8.2 Stakeholder Mapping Document

MENTBEST STAKEHOLDER MAPPING

Standard Operating Procedure

Please use this document as your guide to Stakeholder mapping activities

Community Centre for Health and Wellbeing

V1.2 08/06/2023

MENTBEST STAKEHOLDER MAPPING

Standard Operating Procedure[1]

The aim of this activity

The aim of this SOP is to support partners to map potential stakeholders and identify the specific group(s) that they consider advantageous as potential co-creators after the mapping analysis is concluded.

For the purpose of the mapping you will be asked to consider all five vulnerable groups but you will not be expected to engage with all those groups as co-creators during the project. The group that each partner country will focus on as well as the process will be discussed and decided upon collaboratively at a group webinar that we will organise in about 4 weeks and will be based on your stakeholder findings.

What is Stakeholder analysis

Actively engaging a wide variety of people such as clinicians, administrative staff, patients and user groups will help us deliver the MENTBEST project. A stakeholder analysis enables identifying everyone who needs to be involved and assess how much time and resource to give to maintaining their involvement and commitment.

Timeline and data privacy

We have planned 3 weeks for this activity thus the **deadline for the stakeholder mapping is 29 June 2023**. Considering GDPR and data protection acts, we do not require that you share personal data of potential stakeholders with any of the MENTBEST partners at this point.

Analysis activity

The stakeholder analysis will be carried out simultaneously at all participating sites: **Albania, Estonia, Ireland, Greece, Spain, Denmark and Germany**. The local research teams are invited to use this SOP to guide the activity.

[1] This document has been adapted from the NHS England and NHS Improvement service

Stakeholder groups

This stakeholder analysis will focus on your country/site/region on the five groups described below:

1. migrants/refugees
2. younger people
3. older people
4. long-term unemployed
5. Individuals with mental health disorders

Identify your stakeholders

In your research teams start by brainstorming (attachment) a list of all the people, groups and organisations likely to be affected by the COMBINA and MENTINA interventions in the 5 vulnerable groups identified above. You may find it easier to draw 5 stakeholders' lists separately. You could start the list within your research group and afterwards share it with colleagues outside your research group so that they can add to it.

Grouping your stakeholders according to the following '9 Cs' will help to ensure you have included all relevant stakeholders. As this classification system has come from the industry, you may find that some of the categories have crossover when grouping stakeholders from a health and care perspective. Don't be too strict with your classifications, the list helps you look for the broad range of possible stakeholders who may be involved in our project.

1. commissioners: those who pay the organisation to do things (Ministries of Health, municipalities etc)
2. customers/service user: those who acquire and use the organisation's services
3. collaborators: those with whom the organisation works to develop and deliver services (e.g. psychologists, teachers, pharmacists etc)
4. contributors: those from whom the organisation acquires content for services

1. channels: those who provide the organisation with a route to a market or service user (e.g. triaging, GP ‘s who may refer to mental health teams, A&E hospital staff etc)
2. commentators: those whose opinions of the organisation are heard by service users and others (e.g. journalists, influencers etc)
3. consumers: those who are served by our customers: ie patients, families, users
4. champions: those who believe in and will actively promote the project
5. competitors: those working in the same area who offer similar or alternative services

Prioritise your stakeholders

Once you have generated the list of names and organisations, analyse it in terms of power, influence and the extent to which they are affected by the MENTBEST project. Write each name into the relevant sector of the 4 sector table (Figure 1):

High power	**Satisfy (Dissemination)** Opinion formers. Keep them satisfied with what is happening and review your analysis of their position regularly	**Manage** **(CO-Production & Dissemination)** Key stakeholders who should be fully engaged through communication and consultation.
Low power	**Monitor** This group may not be included if time and resources are stretched.	**Inform** **(CO-Production & Dissemination)** Patients/service users often fall into this category. It may be helpful to take steps to increase their influence by organising them into groups or taking active consultative work.
	Low impact/stakeholding	**High impact/stakeholding**

The column on the right will comprise the individuals and groups that will be critical to engage in our regional alliances, communication and dissemination and where our Co-creators will come from.

Understand your stakeholders

Having identified the stakeholders, prepare a readiness for change matrix to see who is for or against the proposals. This will also help you define any influencing activities that might be needed.

How are your key stakeholders (**right column on Table 1**) likely to feel about and react to MENTBEST activities? What is the best way to engage and communicate with them? Involve your stakeholders in developing your thinking – asking their opinions can be the first step in building a successful relationship with them.

	In favour	Neutral	Opposed
J. Jones service user	X		
A&E local hospital management		Movement needed	X
Self- help group		x	

Figure 1 Readiness for change matrix

These prompts will help develop your understanding:

• What financial or emotional interest do they have in the outcome of MENTBEST? Is it positive or negative?

• What motivates them most?

• What information do they want from you?

• How do they want to receive information from you? What is the best way of communicating your message to them?

• What is their current opinion of your work? Is it based on accurate information?

• Who influences their opinions generally and who influences their opinion of you? Do

If you don't think you will be able to convince them, how will you manage their opposition?

• Who else might be influenced by their opinions? Do these people become stakeholders in their own right?

Potential co-creators

Based upon the previous steps please complete the table below by ranking the groups that you believe you can most effectively engage with as potential co-creators with 1 being the group you are most likely to engage well with and 5 the group you believe you cannot engage at all. Please add potential incentives that may impact engagement and which ones can you potentially provide.

Priority	Vulnerable group	Incentives required	Incentives we can provide
1	e.g. young people	e.g. Financial, supporting CV and references, upskilling certification of courses etc	e.g. CV and references, authorship in papers, Course certification
2			
3			
4			
5	Migrants (there are no migrant groups in our country)	N/A	N/A

Next steps

WP7 will organise a workshop to discuss the findings and establish the core co-creators network in each partner country.

Additional Resources

Bourne, L (2015) *Making Projects Work: Effective Stakeholder and Communication Management*, CRC Press, Taylor and Francis Group

8.3 Terms of Reference Document

MENTBEST

Terms of Reference: CO-Creators Network

Table of Contents

Introduction **2**

Purpose **2**

Objectives **3**

Composition **3**

Participating countries: 3

End-Users: 3

Service providers: 3

Language **4**

Roles and Responsibilities **4**

Working Methods **4**

Collaborative Workshops: 4

Communication channels, ... 4

Decision-Making Process **5**

Reporting **5**

Timeline **5**

Sharing of Information and Resources **5**

Capacity Building and Advantages of Engaging as a Co-Creator with MENBEST **5**

Contact **6**

Introduction

The Co-Creators Network is an integral element within Work Package 7 (WP7) as part of the MENTBEST project. MENTBEST (https://mentbest.com/) is a 5-year Horizon Europe EU-funded project (April 2023 – March 2028) designed to support vulnerable groups in the general population, especially those at risk of being disadvantaged by dramatic societal change, experiencing stressors and suffering (further) adverse impacts on their well-being, including mental health. The project is led by the European Alliance Against Depression - EAAD (http://www.eaad.net), with a multi-disciplinary consortium of a further 13 partners, collectively covering 10 countries.

The project will first characterise the scale of change-related mental health challenges in Europe and then, working with patients, healthcare and other stakeholders, identify interventions and tools that best build resilience and maintain mental health. By expanding existing MENTBEST partner expertise in community-based interventions to reduce depression and suicidal behaviour (EAAD 4-Level-Intervention) and including the identified interventions and tools, MENTBEST will create and then deliver and validate a comprehensive community-based intervention, known as **COMBINA** in five model regions across five countries (Spain, Ireland, Estonia, Greece, Albania). The adapted COMBINA programme will mainly focus on non-clinical aspects of mental health.

MENTINA App - MENTBEST will also use innovative technology to design, develop and test an app driven by artificial intelligence in Denmark, Germany and Spain. The technology will create individualised predictive models and provide users with preventive and self-management support. The app will allow individuals at risk of poor mental health, to use their smartphones to better monitor and understand their mental health problems, improve patient-clinician interactions, and prevent mental health problems.

This document outlines the terms of reference for the Network, including its purpose, objectives, composition, and operational guidelines.

Purpose

The primary purpose of the Co-Creators Network is to nurture collaboration, engagement, and co-creation among stakeholders in the seven European countries where MENTBEST is taking place. This participatory approach aims to improve the efficacy and applicability of the MENTBEST interventions by considering diverse perspectives, knowledge, and expertise.

These terms of reference may be subject to review and adaptation as necessitated by the evolving project needs. You will be consulted before any such changes being made.

Objectives

The key objectives of the Co-Creators Network include:

Facilitating Active Participation: The Network's foremost aim is to facilitate the active involvement and co-creation of project stakeholders operating within the domain of the project.

Promoting Knowledge Exchange: The network encourages knowledge sharing, the interchange of ideas and experiences, and the dissemination of best practises that are relevant to the project's aims and goals.

Inclusive Decision-Making: The Co-Creators Network is committed to ensuring that the viewpoints of all stakeholders, including researchers, practitioners, and beneficiaries, are taken into account during the decision-making and implementation phases of the MENTBEST project.

Enhancing Project Development: The Co-Creators Network aims to refine and improve project activities, methodologies, and outcomes through collaborative efforts.

Composition

The Co-Creators Network brings together a range of essential stakeholder groups, each playing a distinct role in the project's ecosystem:

Participating countries: The project spans across seven European countries: **Albania, Estonia, Ireland, Greece, Spain, Denmark and Germany**.

End-Users: These includes migrants/refugees, younger individuals, older adults, long-term unemployed persons, and those with previous mental health conditions. These diverse groups represent the individuals who could directly benefit from the project's initiatives.

Service providers: This category includes academics and service providers who may contribute to the project's outcomes during its development and potentially implement interventions after the project has ended.

Language

The language utilised for communication across the co-creators network is **English**. This is to facilitate collaboration and knowledge exchange across the network.

Roles and Responsibilities

The Co-Creators Network assumes multifaceted roles and responsibilities:

Embedded Research Team Members: Co-creators will become integral members of research teams throughout the project, actively contributing by providing input to various facets of research, such as evaluation protocols, population sampling, participant recruitment strategies, creation of participant information sheets in accessible language, creation of topic guides for qualitative interviews, participation in qualitative interviews as co-interviewers, data synthesis and analysis, and potentially co-authoring project publications.

Iterative Approach and Beta Testing: Co-creators will be the beta testers for the MENTINA app, providing invaluable insights into app elements, language, instructions, and usability.

Co-Creation of Communication and Dissemination: Co-creators engage in the creation, distribution, and promotion of communication and dissemination materials, ensuring accessibility and relevance to stakeholder populations, including vulnerable groups.

Working Methods

Collaborative Workshops: Co-creator consultative workshops will be organised during the development phase, with the frequency determined in collaboration with all partners.

- 3-4 Co-creators workshops/webinars (Online) to provide input into COMBINA creation.
- 3-4 Co-creators workshops/webinars (Online) to provide input into the Mentina app separately.
- 1 face-to-face meeting (location and date to be decided).

Communication channels, including emails, an online forum integrated into the MENTBEST website, and collaborative platforms, will be used to facilitate continuous engagement and information exchange among Network members.

Decision-Making Process

Decisions within the Network will be approached through a consultative and consensus-driven perspective, with input from all stakeholders properly considered. Project team members will be responsible for consolidating and incorporating feedback into project activities.

Reporting

The Network's activities and contributions will be periodically reported to the project's steering committee and shared with relevant project stakeholders.

Timeline

The Co-Creators Network will provide support throughout the MENTBEST project timeline, continually contributing to the project's objectives. Below there is a breakdown for each element of the project:

- COMBINA (December 2023 – September 2024)
- Mentina app (November 2023 – February 2024)
- Communications (April 2023 – March 2028)
- Embedded into the research teams (October 2023 – March 2028)

Sharing of Information and Resources

Information and resources pertinent to the Co-Creators Network's tasks will be disseminated through secure channels established by the project consortium. Any confidential materials will be handled in accordance with project data protection and confidentiality protocols.

Capacity Building and Advantages of Engaging as a Co-Creator with MENBEST

1. Access to Online Learning Courses for Skill Enhancement: Co-creators will be invited to attend specific Massive Open Online Courses (MOOCs) designed to enhance specific skills related to the MENTBEST research activities, with the opportunity to obtain certificates.
2. Potential for Authorship in Research Papers: Co-creators have the prospect of contributing to and co-authoring potential research papers, affording them recognition and visibility in academic and professional circles.
3. Support for References and CV Development: MENBEST can support co-creators in building their professional profiles by providing references and assistance in strengthening their Curriculum Vitae (CV).
4. Establishment of Peer Networks and Valuable Connections: Co-creators benefit from establishing peer networks, facilitating valuable international connections within the field, which can lead to collaborative opportunities and a deeper engagement with the communities of practice.
5. Financial reimbursement: Co-creators will be financially reimbursed for the time they devote to their participation in MENTBEST. Each country will customize their approaches accordingly to suit their specific needs and circumstances.

Contact

For any queries, please contact:

Name/Surname

Research Assistant

Tel: XXXX

8.4 Co-Creators Induction Workshop

8.4.1 Agenda

MENTBEST: Protecting mental health in times of change.
Co-Creators Workshop

Friday 10 November 2023
12.00 CET

⇒ Pre-meeting materials that will be sent to the co-creators before the meeting:

1. Terms of References Document
2. Video of local PI in local language about the study and co-creators engagement
3. Video of the WP5 team explaining the MENTINA APP
4. Access to the Website and registration guidelines

AGENDA

12.00– 12.05 Welcome and Opening Remarks (Prof. Dr. Ulrich Hegerl) (5 mins)

- Ulrich to welcome everyone

12.05 – 12.45 Introduction of Attendees: (2 min each x 20 participants) (40 mins)

- Each participant briefly introduces themselves, covering:
- Who they are?
- Where they are located?
- Who they represent?

12.45-12.50 COMBINA Intervention (Ricardo Gusmao 5 min)

12.50 – 13.05. ToR discussions (Arlinda Cerga Pashoja 15 min)

- Participatory approach
- What is expected of you?
- Q&A

13.05-13.20 Break. **15 mins** (show the video of MENTINA on the background)

13.20-13.40 A presentation about Comms and Communication Channels **(Paul Whitelam & Maria Minet, 20 min)**

- Presentation of available communication channels.
- Introduction to the MENTBEST Website and co-creators platform DEMO and Q&A

13.40-13.50 Skills Quiz (Vevox) (Arlinda Cerga Pashoja 10 mins)

- An interactive skills quiz or assessment to understand the expertise and knowledge of participants on the topics below:
- Evidence based interventions for depression
- Research methodology – RCTs
- Literature reviews
- Research analysis and interpretations

- Any other topics identified by the group?

13.50-14.0 Wrap-up and Next Steps (5-10 mins)

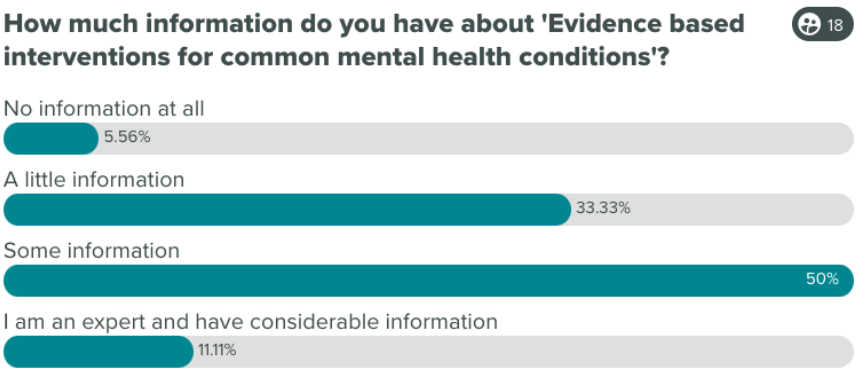
- Summary of key points discussed.
- Confirmation of action items and responsibilities.
- Schedule for the next meeting.
- Final remarks and gratitude for participation.

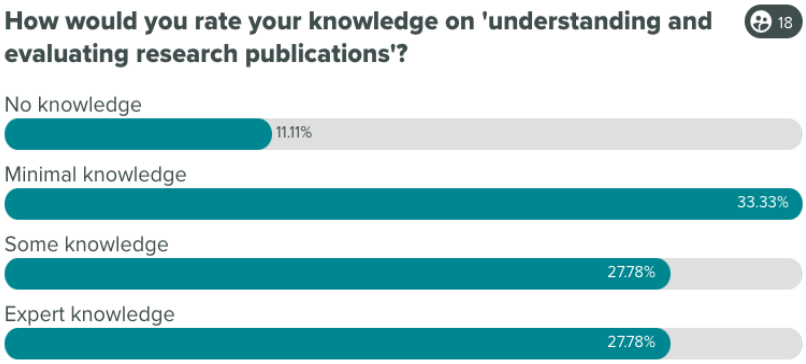
8.4.2 Interactive activity

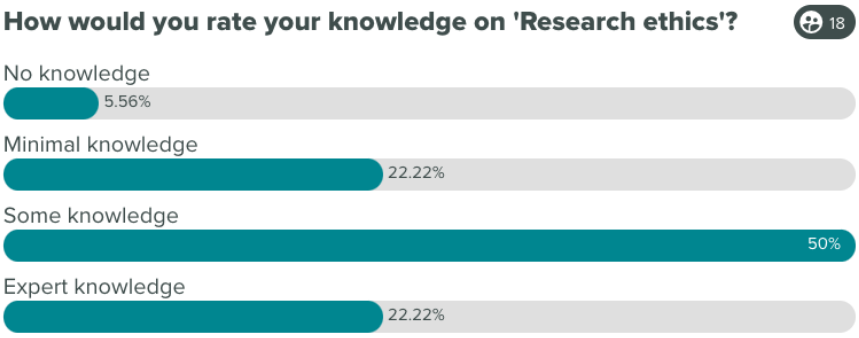
- Questions and results that were discussed during the Induction Workshop with co-creators in the interactive session.

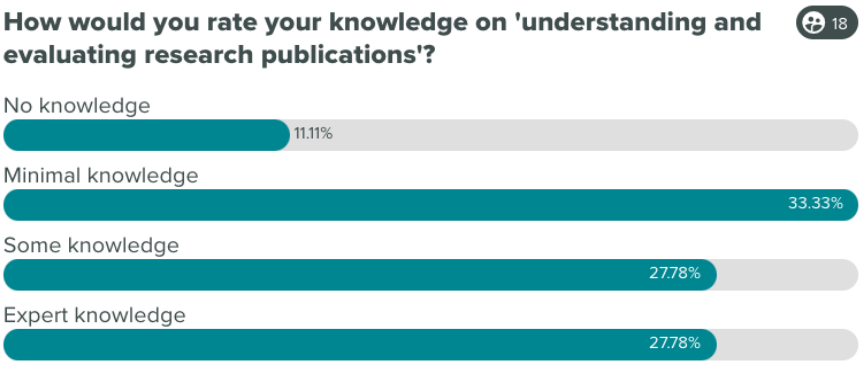
Where are you joining from today?

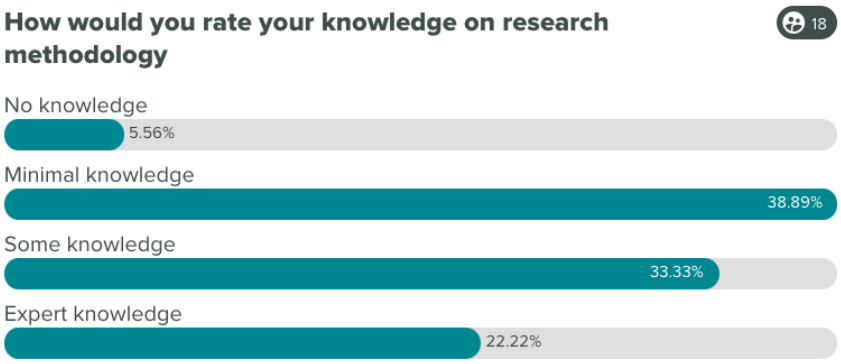
What are you most looking forward to learning about today? 20


How much information do you have about 'Evidence based interventions for common mental health conditions'?
18
No information at all
5.56%
A little information
33.33%
Some information
50%
I am an expert and have considerable information
11.11%


How would you rate your knowledge on 'understanding and evaluating research publications'?
18
No knowledge
11.11%
Minimal knowledge
33.33%
Some knowledge
27.78%
Expert knowledge
27.78%


How would you rate your knowledge on 'Research ethics'?
18
No knowledge
5.56%
Minimal knowledge
22.22%
Some knowledge
50%
Expert knowledge
22.22%


How would you rate your knowledge on 'understanding and evaluating research publications'?
18
No knowledge
11.11%
Minimal knowledge
33.33%
Some knowledge
27.78%
Expert knowledge
27.78%


How would you rate your knowledge on research methodology
18
No knowledge
5.56%
Minimal knowledge
38.89%
Some knowledge
33.33%
Expert knowledge
22.22%