





HELPS WP3 Working Group Meeting

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FINAL QUESTIONNAIRE Best practices

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Analysis of best practices consists in two main activities:

- 1. Detailed **description** of the practice, its introduction and functioning
- 2. Thorough evaluation of the practice





Description of the practice





- Section A: Basic information (title, goals, target groups...)
- Section B: Process of application (trigger, actors, financing...)
- Section C: Pilot project (length, financing, actors...)
- **Section D**: Introduction to practice (key factors, barriers...)
- Section E: Length of the practice (initial length and possible extension)
- Section F: Management and organization (actors and their interactions...)
- Section G: Participation of elderly on the design





Evaluation of the practice





- **Section H**: Effectiveness (matching with initial goals...)
- Section I: Efficiency (Costs, profit, competition...)
- ⇒ Section J: Transparency (accessibility of information, allocation rules, cases of abuse...)
- Section K: Administrative simplicity (process and costs of administration, legal obstacles, flexibility...)
- Section L: SWOT analysis (strengths, weaknesses, opportunities and threats)











Thank you for your attention!



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