**Preliminary report guideline**

**1) Report from literature review** (20 pages)

Resume the most relevant documents written in your native (local) language and published on the topic „housing and care solutions for elderly“ in your country (articles, books, policy studies, official documents and reports). Please, review only texts that are written in your local language and were published in your country. Overview of each document should include:

* summary of the content;
* main findings;
* standard full bibliographic citation, like:

for books, reports:

Lux, M. 2009. [*Housing policy and housing finance in the Czech Republic during transition. An example of schism between the still-living past and the need of reform.*](http://seb.soc.cas.cz/publikace_download/publikace/dissertation_lux.pdf) Amsterdam: Delft University Press.

for articles:

Hegedüs, J., M. Lux, P. Sunega 2011. Decline and depression: the impact of the global economic crisis on housing markets in two post-socialist states. *Journal of Housing and the Built Environment* 26 (3): 315-333

**2) Brief housing policy and housing system overview** (10-15 pages)

This part of preliminary report should include:

* 1. Brief overview of **housing policy of the country in past 10 years** (approx. 1-2 pages): what national housing policy strategies were passed and implemented and what were their main goals and priorities; if there was any evaluation of housing policy tools published in your country, please, write the results of such an evaluation;
  2. Brief description of main **supply-side subsidies in past 10 years** that might be also relevant for housing of elderly (approx. 1-2 pages); supply-side subsidies mean public grants, loans, tax subsidies, guarantees etc. offered to developers or constructors in order to promote construction of social (public) rental housing, i.e. rental housing with rents lower than market rents allocated especially among low-income or other vulnerable households (landlords are typically municipalities, coops or non-for-profit housing associations); please, write when the subsidy was present, how was it financed, what were the conditions to be eligible for it, how was it managed and if abolished, reasons for abolishment;
  3. Brief description of main **demand-side subsidies in past 10 years** that might be also relevant for housing of elderly (approx. 1-2 pages); demand-side subsidies mean especially housing allowances (housing benefits), income benefits designed to cover housing costs or special allowances to cover utility payments; please, write when the subsidy was present, how was it financed, what were the conditions to be eligible for it, how was it managed and if abolished, reasons for abolishment;
  4. Table (and its brief interpretation) on **housing tenure structure and its change (1990-2011)**: housing tenure is division of housing stock into following categories - social (public) rental housing, private rental housing, owner-occupied flats, owner-occupied detached housing (approx. 1 page);
  5. Table (and its brief interpretation) on **housing construction levels (1990-2011)** overall and for each housing tenure, i.e. how much public housing, owner-occupied housing, etc., was built during the last decade and in what parts of the country (approx. 1 page);
  6. **Impact of financial (economic) crisis on country housing policy** – very briefly describe any special housing policy measures of the state implemented due to financial and economic crisis (approx. half a page);
  7. Overview of **special housing and care policies aimed particularly at the elderly and people with disabilities** (approx. three pages); briefly describe the most relevant housing policy and social care measures that you think is the most common (relevant) type in your country and discuss the role of public, voluntary and private sectors in them – this part of review may be structured by country experts themselves.

**3) Short description of 5 best practices selected for thorough evaluation in later quantitative report** (up to 5 pages)

PPs are kindly requested to select at least **one** **best** innovative practice applied during past **5 years** in **each of 5 following areas**:

1. community building
2. housing accessibility (including technical devices, ICT)
3. housing affordability
4. social and health care
5. access to information/education

The selected practices should be **innovative practices** – not standard policy instruments. If you have several examples of good practices in some area and are not sure which one would be the best, you can present all of them and we will discuss them during Transnational Event in Trieste.

The brief description of each practice should include:

* the gist of the innovative practice;
* who has introduced the practice;
* when it was introduced;
* why it can be considered being the best practice within respective area.

NB: Our project focuses on innovative practices enabling elderly remaining in existing home as long as possible. Hence, your selection should be principally based on such practices. It is also preferable to study innovative practices applied in urban areas.