

## Tasks following from WP3 meeting in Trieste

Following are the tasks for the partners responsible for WP3 (research) agreed in Trieste:

1. **Finalize data overview** by filling missing figures directly to tables (where “n.a.” is in the table for your country) or verify the figures (Poland). Please, when filling the table, write a note under the table about the source (name and year of survey, number of respondents and the precise wording of the question in the survey).

**Deadline: 30.4. 2012**

2. **Adjust or finalize Preliminary (qualitative) reports** according to our comments and common structure; for Austria we will need more details and for Germany substantial extension of housing system overview (according to common structure of report). If not sent to us (Poland, Hungary) do it as soon as possible – we will prepare our comments in few days after we receive your report

**Deadline for finalization of preliminary reports (after our comments): 30.4. 2012**

3. **Refine your selection of practices.** Each responsible partner should make more thorough search on possible practices in the respective country and find such practices he/she thinks that they can really serve as inspiration for others and that they are real innovations.

**Firstly**, when selecting practices the ranking of priorities is following:

1. Practices that allow people to stay in their existing homes (i.e. where they are now) – this has the highest priority;
2. Practices that assume some movement to another home (flat) but there is an age (social) mix in new house and the house is located in the same neighborhood;
3. Practices that assume some movement to another home (flat) which is (almost) exclusively intended for elderly or vulnerable people (so there is no age and social mix in the house) but the house is located in the same neighborhood;
4. Practices that assume some movement to another home (flat) which is (almost) exclusively intended for elderly or vulnerable people and the house is located in different than actual neighborhood;
5. Practices that assume some movement to another home (flat) which is (almost) exclusively intended for elderly or vulnerable people and some form of social care is provided in the house – this is the lowest priority.

We should not go beyond these practices, i.e. to more institutionalized forms of care; points 4 and 5 are maximum. Practices connected with pure institutionalized care are not included into our particular project.

**Secondly**, there are several criteria to assess whether the practice is a good practice but sometimes the practice is not meeting all of them. Therefore following is the ranking of priorities in assessment criteria:

1. Practice is really innovative – this is the highest priority;
2. Practice is highly effective (well targeted to those who need it the most);
3. Practice is highly efficient (saving public money, for low money high value);
4. Practice is sustainable (specific form of management or specific form of finance guarantees long-term sustainability);
5. Other criteria.

**Thirdly**, the preference have the integrated practices, i.e. those that could be included into more areas (housing affordability, housing accessibility, community building, access to information and social care) and thus meet more goals at once BUT this does

not mean that number of practices would be reduced – for each country 5 practices should be elaborated (you will decide to which category you would put the integrated practice).

If there are more innovative practices worth of mentioning in particular field, we agreed that for all others you would write just a short abstract and they will not be part of thorough description and evaluation.

**Deadline for sending short abstracts of 5 refined practices: 30.4.2012**

### **Other important notes from WP3 meeting**

1. When we receive your comments to questionnaire, we will prepare the pre-final version of questionnaire till 30.4. 2012 and send it back to you for minor changes (one week for comments) and 14.5. 2012 you will receive the final questionnaire together with vocabulary (definitions of terms) and short questionnaire for interviews with local operators of the practice, and you can start the survey. The survey (collection of data, filling in the questionnaire) will last till the end of August – end of August will be deadline to send us filled questionnaire back.  
Do not hesitate to send us suggestions for the vocabulary contents.
2. **Next meeting of WP3 will be in Berlin 4.-5.6. 2012** and we prefer that two representatives per country would attend (up to 20 participants in total). This meeting will be very much focused on clarification of all the questions in questionnaire, solving data problem access, unification of methods and terms. Especially experts responsible for the research should come to the meeting.
3. **Next larger meeting will take place in Prague 25.-26.10. 2012.** Please, just reserve the time – it is too soon to set agenda now.
4. We will do data overview from other survey mentioned at meeting in Trieste.
5. We will include the problem of broadband internet access into the questionnaire and other comments mentioned at the meeting in Trieste.