



HoCare

Transferable projects

Template for good practices

September 2016

Prepared by:

DEX Innovation Centre



Contents

I. Which good practice projects to gather?	3
II. Why to gather information about these GP projects?.....	3
III. Where to gather information about GP projects?	4
IV. Structure of information gathered for each GP project	4
V. Guide for filling in this template	5
1. Relevancy of the GP project	5
2. Quick overview of the GP project	6
3. Transferability	8
4. Description of the GP project.....	9
5. Impact	10
6. Risks	11
7. Budget.....	11
8. Other information	13
9. Information gathered by	13



I. Which good practice projects to gather?

This HoCare “Transferable projects” template aims to gather information on regional Good Practice projects (GP projects) that:

1. have been successfully funded by previous regional Operational Programmes supporting Research & Innovation;
2. have been already successfully implemented.

The overall objective of the HoCare project, which needs to be successfully targeted by the described GP projects, is to boost generation of innovative Home Care solutions in regional innovation chains by strengthening of cooperation of actors in regional innovation ecosystems using quadruple-helix approach. Therefore, this template aims to gather only information on projects:

3. including good practices of quadruple-helix cooperation in regional innovation ecosystems;
4. either including good practices of Home Care R&I or including good practices from segments other than Home Care but proving its transferability to the Home Care segment.

The HoCare project has, in addition, the following three thematic sub-objectives, therefore the listed projects:

5. need to be related also to at least one of these sub-objectives:
 - a. Generation of innovation through addressing unmet needs identified by citizens helix (formal carers – hospitals, social houses, elderly house; informal carers – family members; and elderly care recipients themselves – associations, etc.) of quadruple-helix approach
 - b. Generation of innovation through public driven innovation processes
 - c. Bring innovative Home Care solutions quicker to the market by using quadruple-helix approach

As this template aims to gather projects that are transferable, listed GP projects also:

6. need to have not only a regional relevancy, but also a potential for transfers to other regions (see HoCare Glossary of terms for further information)

II. Why to gather information about these GP projects?

The gathered GP projects regionally and also from all 8 countries of the project, together with filled in Overall Regional situation in Home Care R&I and quadruple-helix cooperation in R&I and gathered GPs in management and strategic focus of Operational Programmes, will enable the HoCare project to start intensive regional and interregional learning proces. The following steps with the gathered GP projects will be done during the 1st internal reporting meeting and the 1st regional multistakeholder group meeting to get additional inputs and feedback from regional Innovation ecosystem actors. Later on, with finalized Regional Analyses by



each partner, Interregional thematic workshops and their relevant working groups will further develop proposed good practices resulting in Policy Thematic Studies.

The logic behind gathering these GP projects is also in that information gathered by filling in this template can inspire and help regional innovation ecosystem actors in Home Care R&I of project/other country to transfer these good practice projects into their regional relevant Operational Programme calls with new and/or already proven project ideas, therefore enhancing effectiveness of the invested funds and also support for already proven project ideas.

III. Where to gather information about GP projects?

You can use several access ways to gather information on relevant GP projects from your region, including for instance :

- Managing Authority of your regional OP or its Intermediary body
- Recipients of successfully funded project
- Regional innovation ecosystem actors
- Users of home care solutions
- Innovation platforms, home care platforms
- Any other you can think about regionally...

IV. Structure of information gathered for each GP project

This template is divided into several sections describing the GP project and has been structured in a similar way as usual description of projects in applications via various calls under regional Operational Programmes. These sections are:

- 1) Relevancy of the GP project;
- 2) Quick overview of the GP project;
- 3) Transferability (strengths, weaknesses, conditions for successful transfer, key threats in project transfer);
- 4) Description of the GP project (tackled problem, time length, objectives, phases, activities, deliverables, main innovation and target group);
- 5) Impact (impact and dissemination);
- 6) Risks;
- 7) Budget (budget, additional income, public tender and financial sustainability);
- 8) Any other additional relevant information.



V. Guide for filling in this template

There are several main suggestions towards filling in this template, which we kindly request all partners to follow during filling in this template with relevant GP projects information:

- 1) Be as specific as possible;
- 2) Provide as much quantitative information as possible;
- 3) Fill in all information for all questions and sub-questions (in exceptional case of not relevant question, please write “not relevant”, in case of no available information at all, write “not available”);
- 4) Include regional innovation ecosystem actors including possibly also your regional Managing Authority of the OP (e.g. regional multi-stakeholder group members) via inclusive design as much as possible into the process to provide you information relevant for this template to help gather relevant GP projects and their information.;
- 5) Fill in this template in a good quality as we will be using the gathered GP projects internationally among the different countries (we might do a quality cross-check between 2 countries later on, quality check no.2);
- 6) Respect the maximum limit for characters in specific sections;
- 7) When you fill in fully the 1st GP template (1st project), send it to michal.stefan@dex-ic.com for a review before filling in other GP projects (quality check no.1);
- 8) Fill in all in english. For some specific questions, you will be asked to add also names in local language in brackets.
- 9) In the first round of GP project gathering (for the organization of the 1st regional multi-stakeholder meetings), please fill in the following sections: 1) Relevancy of the GP project, 2) Quick overview of the GP project, 3) Transferability, 4) Description of the GP project and 5) Impact. The rest of the sections will be filled in later on for the Regional Analysis itself. Those sections to be filled in now until 1st regional multistakeholder meetings are the **green-text** sections below.

This template has been prepared by Michal Štefan in cooperation with Jan Kubalík (both from DEX Innovation Centre), and includes feedback and further improvements from all partners of the HoCare project.

1. Relevancy of the GP project

The “Relevancy of the GP project” section provides quick check and definition of its relevancy in regards to HoCare project objectives.

Does this GP project include good practices of quadruple-helix cooperation in R&I? (If	Click here and select
---	-----------------------



not, do not continue)	
Does this GP project include good practices of delivery of Home Care R&I?	Click here and select
If this GP does not include good practices of delivery of Home Care R&I, please describe and prove its potential for transferability to delivery of Home Care R&I (max. 2000 characters)	
Does this GP project include good practices of innovation through answering unmet needs?	Click here and select
Does this GP project include good practices of public driven innovation?	Click here and select
Does this GP project include good practices of innovation via cooperation for quicker delivery to the market?	Click here and select

2. Quick overview of the GP project

The “Quick overview of the GP project” section provides initial overview of the good practice project (GP project) and enables readers to see if this GP project idea is relevant for possible transfer to their organization potential innovation activities.

Name of the GP project	
Region of origin of GP project	Click here and select
5 keywords that best describe the content of the GP project	



Relevant Operational Programme name through which the GP project has been funded (+ also in local language in brackets)	
Relevant support programme / intervention area name of the GP project through which it was funded (+ also in local language in brackets)	
Single or multiple recipients of the GP project?	Click here and select
Type of lead recipient (SME, LME, research centre, innovation centre, network/association, university/school, municipality, other public body, other (specify))	
Types of participating partners (list all participating partner types. E.g.: hospital, social house, senior house, patient association, networks, SMEs, LMEs, research actors, business supporting organizations, public institutions/regulators, other (specify))	
Summary of the good practice (<u>max. 5000 characters</u>)	



3. Transferability

The “Transferability” section provides more detailed review of strengths and weaknesses of this GP project including description of necessary basic conditions for region and leading organization to potentially transfer it. At the end of the section, the key threats in the successful transfer open up possibility to focus on specific relevant issues important for the successful transfer.

Strengths and weaknesses of the project

What are the GP project strengths? Why it was funded? (<u>max. 500 characters</u>)	
What are the key weaknesses of the GP project? (<u>max. 500 characters</u>)	

Basic conditions for successful transfer

Why is this GP project transferable? (<u>max. 1000 characters</u>) – innovation, impact, financial, legal, and timeframe aspects – see HoCare Glossary of terms	
What are the basic conditions the region needs to have to be successful in transferring this good practise? (<u>max. 500 characters</u>)	
What are the basic conditions the leading recipient from the region needs to have to be successful in transferring this good practice? (<u>max. 500 characters</u>)	



Key threats in GP project transfer

What are the key potential threats for the GP project transfer? (max. 2000 characters)	
---	--

4. Description of the GP project

The “Description of the GP project” section provides more detailed information on the Good Practice project (GP project) and enables readers to get further detailed inspiration and easy ready-to-use information for possible innovation transfer to other project applications. This includes: tackled problem, time length of the GP project, objectives, phases, activities and deliverables of the GP project, its main innovation and target group.

Description of the tackled problem

What was the problem / challenge tackled by the project? (max. 2000 characters)	
What were the reasons for the problem? (max. 2000 characters)	

Time length of the GP project

What was the time length of the GP project in months?	
--	--

Objectives of the GP project

Describe the overall and specific objectives of the GP project (max. 2000 characters)	
--	--

Phases, activities and deliverables

List all main phases of the GP project including their time length	
---	--



List and describe all main activities that were implemented by the GP project (<u>max. 2000 characters</u>)	
List all main deliverables of the GP project	

Main innovation of the GP project

What was the main innovation of the GP project? (<u>max. 2000 characters</u>)	
--	--

Target group of the project

Who was the main target group of the GP project? (SME, LME, research organization, university, public institution, healthcare provider, business supporting organization, other (specify))	
Describe the main target group (<u>max. 2000 characters</u>)	

5. Impact

The “Impact” section provides more detailed information on the effect of the GP project implementation and dissemination of major outputs.

Impact

What was the level of geographical impact of the GP project? (village, city, county, country,	
--	--



international, other (specify)	
What were the final impact indicators including their quantification? (max. 2000 characters)	
Describe the changes resulted from the project activities (max. 2000 characters)	

Dissemination of outputs

Describe dissemination activities of the project outputs carried out during the GP project (max. 2000 characters)	
--	--

---FROM NOW ON, TO BE FILLED IN LATER ON---

6. Risks

The “Risks” section provides more detailed review of potential risks of this GP project implementation including their defined mitigation strategies to eliminate them.

Describe risks involved in implementing this GP project including their mitigation strategies (max. 2000 characters)	
--	--

7. Budget

The “Budget” section provides more detailed review of costs regarding the project implementation as well as operational sustainability after its end. In addition, if relevant, public tenders within the project and additional generated incomes by the project are showed and explained.



Budget

What was the overall budget of the project in EUR ?	
List relevant budget lines of the project including their % share from total budget	

Additional income generated by the project

Did the project create any additional income ?	Click here and select
If yes, specify which type of income and what amount in EUR?	

Public tender

Did the project include any public tender ?	Click here and select
If yes, specify what kind of contract (specific contract, general contract, other)	
If yes, specify in what amount in EUR	
Describe the public tender subject (<u>max 2000 characters</u>)	

Financial sustainability after GP project end

Was there an operational financial sustainability plan in the project after its end ?	Click here and select
If yes, specify where the operational funds after	



project end came from?	
If yes, specify the amount of operational funds in EUR	

8. Other information

In this section, specific additional information about the GP project could be revealed.

Please describe any other relevant information about this GP project (if relevant)	
---	--

9. Information gathered by ...

The information about this good practise (GP) project has been gathered for the purpose of the HoCare project (Interreg Europe Programme) by the following organization:

Region	Click here and select
Organization name(s) (+ in local language in brackets)	
Name of the contact person(s)	
Contact email(s)	