



Project sheet

This project sheet describes a project issued by a federal administration which requires a scientific support to implement it. Interested research teams are invited to issue a research proposal that will ensure the realization of the project within the timing and the budget allowed by the Belgian Science Policy Office. The timing indicated in the document is indicative, research teams can depart from it by explicitly motivating their choice. and the indicative timing given in the document.

Synthetic informations on the project

Name of the public administration who has issued the project:

Centre for equal opportunities and opposition to racism – Service for the fight against poverty, insecurity and social exclusion

This project will be executed in close cooperation with

- FPS Economy, Directorate-general Statistics and Economic Information
- Walloon Institute for Evaluation, Surveys and Statistics (IWEPS)
- Study Service of the Flemish Government
- Observatory for Health and Well-being of Brussels Capital

Name of the project: Poverty in the City and in the Countryside

Acronym of the project: POCICO

Maximum budget allocated to the scientific team:

Indicative timing of the scientific activities: 24 months: 1 October 2009-30 September 2011

List of required deliverables:

1. For the Belgian Science Policy Office

In the beginning of the project:

- Synthetic report of the seminar with foreign experts. This report will contain information on the way the data of the project can be harmonized or compared to similar data collected at the European/international level ;
- Description of the project (max. ½ p.) in Dutch, French and English. This description will be placed on the website of BELSPO ;
- Initial report. This report enables the payment of the first budget provision to the project ;

In the course of the project:

- Activity reports. These reports are issued every 6 months and enable the reimbursement of costs generated by the project ;
- Minutes and documents for the steering committees – in French or Dutch ;

At the end of the project:

- Summary of the project (max. 10 p.) in Dutch, French and English. This description will be placed on the website of BELSPO ;
- 40 lines in Dutch, French and English for the Newsletter AGORA.

2. For the public administration who has issued the project :

The end results and the form they will take are described in section 2.2. of this document.

Date for the information meeting (enlist one week in advance : bonn@belspo.be – in the absence of any inscription, the meeting will be cancelled):

15 April, 10 a.m. at BELSPO

1. Description of the project

The project herein described is the product of the combined efforts of a scientific team (whose activities will be called « the scientific part ») and the administration that has issued the project and that will be in charge of implementing the result of the scientific team. The task of the administration shall be labeled the “administrative part” of the project.

1.1. Objective(s) and result(s) of the project

In the current project, we want to open up the existing data from the so called “Labour Market and Social Protection datawarehouse” (developed with AGORA at the Crossroadsbank for Social Security: see http://www.ksz-bcss.fgov.be/Fr/statistiques/stats_home.htm only in French and Dutch¹) and the EU SILC Survey on the basis of the urbanness/rurality of the areas. The requested study must provide data relating to socio-economic indicators in accordance with the level of urbanness/rurality.

1.2. Contexte of the project

The Service has been participating for two years in the Intergovernmental Countryside Consultation (IPO) of the Flanders Region, and is currently the chair of a thematic group studying the quality and accessibility of services in the countryside. In the latter case, we have established that few countryside-specific data exist.

In the 2005 Service Report, it was requested that consideration be given to obtaining more data for both urban and rural areas.

At the request of the Flemish provincial Services Social Planning, the available indicators have recently been explored in order to analyse poverty in the countryside. The socio-economic Survey 2001 (census) is being used here.

In the current project, we want to open up the existing data from the Labour Market and Social Cover data warehouse (Crossroads Bank) and the EU SILC enquiry on the basis of the urbanness/rurality of the areas. The requested study must provide data relating to socio-economic indicators in accordance with the level of urbanness/rurality.

2. Scientific part

This scientific part of the project consists in all activities and results for which a scientific expertise is required.

This part will have a maximum allocated budget of 240.000€.

The timing of activities is 1/10/2009-30/9/2011. The term of the project is indicative. The research team can depart from it in its proposal.

¹ The Datawarehouse Labour Market and Social Protection (better known in Belgium as simply *the datawarehouse*) is a database which is fed every three months by all existing administrative records pertaining to the population and collected by all social security services (pensions, family allowances, unemployment benefits, illness benefits...). These records are, for each person, linked in order to have a full characterization of its social position (labour market and also in terms of “social protection”). All data are fully anonymised and the data can be used for scientific research via a specific procedure involving the Privacy Commission. About 99% of the population is in the database. Data run on a quarterly basis from 1998. Important: educational level and name of occupation (e.g. carpenter, plumber...) are not meaningful administrative variables and are therefore not recorded and thus not in *the datawarehouse*.

2.1. Tasks and planning of the scientific team

The scientific team will include the tasks and the planning in its research proposal. The team will make use of the submission form.

The research team can seek inspiration in the following elements suggested by the public administration that issued the project.

2.1.1. *Tasks :*

- T1: Inventarise the options for identifying city/country. In the first instance, examine whether the typology used for urbanisation monographs (within the framework of the "Atlas of Belgium" developed by the Science Policy Office: <http://www.belspo.be/belspo/fedra/prog.asp?l=fr&COD=AT>) is applicable within the present study. On the basis of the different elements, formulate a concrete proposal for flexible and/or phased delineation.
- T2: Formulate a proposal for the desired analysis level (territorial data - municipalities, statistical sector,...- and/or individual data).
- T3: Suggest variables as a function of the request to exploit the Labour Market and Social Cover data warehouse (Crossroads Bank) and the EU SILC enquiry (FPS Economics, General Direction Statistics and Economic Information).
- T4: Draw up the procedure for exploiting the data warehouse and the EU SILC enquiry, including supplying data in relation to the city/country criterion.
- T5: Submit a dossier on exploitation of the Crossroads Bank data warehouse.
- T6: Submit a dossier on exploitation of the EU SILC data.
- T7: Compile statistics and a first interpretation of the results of exploiting the data warehouse and the EU SILC. Confer with the different actors on the results and the interpretation.
- T8: Organise a seminar – in conjunction with the Service and its partners – to present the preliminary results to the different stakeholders and to draw the attention of the different governments to the problem.
- T9: Devising procedures for the use of the instrument on a regular basis in order to detect significant trends and evolutions.
- T10: Preparation of final report.

2.1.2. *Planning :*

Tasks	trimester 1	trimestre 2	trimestre 3	trimestre 4	trimestre 5	trimestre 6	trimestre 7	trimestre 8
T1								
T2								
T3								
T4								
T5								
T6								
T7								
T8								
T9								
T10								

2.2. Expected results from the scientific team

In accordance with the new dispositions embedded in the research contracts of the Belgian Science Policy Office concerning intellectual property rights (IPR), the scientific team is the IPR-owner of the end results. The State can however freely use the end results for internal purposes.

- Delineation of city/country on the basis of the defined criteria (using existing instruments as much as possible).
- Suggest an analysis level.
- Strategy for the procedure for (regular) exploitation of the data warehouse and EU SILC enquiry.
- Statistics with the results of the exploitation and an initial interpretation.
- Organisation of a seminar.
- Final report.

3. Administrative part

The administrative part consists in all tasks to be undertaken by the public authority in order to:

- *support the scientific part during the research contract*
- *integrate the end results of the scientific part in order to operationalize the project*

3.1. Tasks of the public authority

- The Service will talk to the different agencies on the question of participation in this research project.
- The Service and the associated institutions/services will be closely involved in these research activities. The Service will give special support for the participation of the different actors in this research process.
- The partners will provide the necessary information in relation to the delineation between city and country and participate in the debate of the desired delineation(s).
- The Service will work on the organisation of a seminar to present the preliminary research results and raising awareness of the problem.

3.2. integration of the end results of the scientific part

- Organisation of a seminar with a 2-part goal
 - + Reporting from the research project: inventarisation, statistics and an initial interpretation.
 - + Awareness raising of the problem among the different governments.
- Publication of the results by the Service and the partner institutions from the FPS Economics and the 3 Regions.
- Valorisation of the channels at the level of municipal and provincial authorities in relation to publication and use of the results.

3.3. timing of the administrative part

In those cases where the tasks foreseen in 3.2. will continue after the end of the scientific part (i.e. after the end of the research contract with the scientific team), the public authority will indicate the timing of the remaining tasks.

This situation will be the case when the scientific part is concluded by a methodology report which needs to be operationalized in a new database.

Not applicable for this project

4. General conditions

4.1. conditions concerning the reuse of the end result of the project

The project is the result of the combination of the scientific part and its implementation in the administrative part.

This result (a report, a database...) becomes an "administrative document" and falls within the scope of the Law on "the publicity of public documents (11 April 1994). This law embeds the principle of right to consultation and obtain a copy of administrative documents. Concerning scientific research purposes, the Commission for Access to Administrative documents that was put together after the adoption of the law acknowledges the principle that scientific research was a sufficient motive for consulting and obtaining documents. Researchers are therefore relieved from obtaining the consent of the owner of an individual file. According to this commission, each public administration should define access criteria to its documents for researchers and guarantee the protection of privacy.

4.2. Dispositions concerning privacy protection in using administrative data for scientific research

The research who wishes to submit a proposal should read the dispositions concerning privacy protection in case of using individual data in a research project. These dispositions are exposed in a document of the Privacy Commission (only in French and Dutch) : « Vie privée : le vade-mecum du chercheur » <http://www.privacycommission.be/fr/static/pdf/cbpl-documents/46134a-vademecum-fr-final.pdf>

The contract of BELSPO confirm and reinforce these principle by forbidding « the State and research institutions to disclose individual information obtaining in application of the research contract without the consent of these persons".

4.3. Dispositions concerning IPR on results

The general dispositions concerning IPR have recently changed in the research contracts with BELSPO in order to comply with a european regulation.

The principle was up to now that the State was the owner of the results. Now, the copntract stipulates that "the research team is the owner of any new knowledge resulting from the research contract".

However, « not withstanding IPR of the research institution, the State has the right to valorize this new knowledge at no cost for its internal use ». The State can thus fully use the end results from a research project (the scientific part of an AGORA-project). In particular, the State can implement this end result (of the scientific part in AGORA) to implement it in the administrative part.

Concerning the diffusion of the end results, the rule is now that « the research institution ensures that the end results for which it has ownership are valorized as fast as possible. Should this not be the case, the State can endorse this task”.

However, « the research institution wishing to valorize its end result should comprehensively inform the State at least 45 days priori to the valorization initiative foreseen. The State then has 30 days to notify its disapproval should it consider that the initiative could disproportionately arm its own interests or would negatively affect the pursuit of the project”.

4.4. Conditions concerning the steering of the project

The scientific part of the project will be steered in the following way:

- *a technical committee (ComTech) composed of the scientific team, the delegates of the public authority and the programme manager of BELSPO. This committee follows the project on a regular basis ;*
- *a steering committee composed of the members of the technical committee and any representative of an administration, research institution, NGOP whose input can be beneficial to the project. It will come together every 6 months.*

Suggestions for the composition of the supervisory committee:

- FPS Economy, DG Statistics and Economic Information
- Walloon Institute for Evaluation, Surveys and Statistics (IWEPS);
- The Permanent Conference on Territorial Development (CPDT, Walloon Region);
- Walloon Public Service (SPW) – Operational General Direction for "Management of Territory, Lodging, Patrimony and Energy";
- Study Service of the Flemish Government;
- Observatory for Health and Well-being of Brussels Capital;
- Associations of people in poverty and their networks;
- Flemish Land Company;
- Provincial Services for Social Planning (Flemish Region)
- Social organisations (Walloon Region)
- Union of Cities and Municipalities;
- Federations of OCMW social workers;
- Social Integration PPS;
- FPS Social Security;
- Some organisations working in the area of aid and service provision, especially in the countryside;
- Some organisations from the midfield;
- Observatory for migrations (Centre for equal opportunities and opposition to racism);
- Service for the fight against poverty, social insecurity and social exclusion.