

# Flash project

Workload of social workers  
WLSW

## Information file for applicants

Submission deadline proposals  
26 September 2024 @ 17h00

### INTRODUCTION

This document provides specific information for research teams interested in submitting a research proposal in response to a Flash project call in the frame of the "Science4Policy (S4P) programme".

### FLASH PROJECTS

FLASH projects are short-term projects with a maximum duration of 12 months and a budget not exceeding 120.000€. The Flash projects are designed to deliver a rapid response to a pressing policy demand for which scientific evidence is requested from the academic community. A call for a Flash project is issued by BELSPO whenever requested by a Federal public administration and its Minister in charge.

Flash projects are not intended to produce new knowledge but use sound existing knowledge to generate scientific grounded evidence for policy action.

### CONTENT OF THE STUDY

#### 1. Objective of the project

A qualitative study by the FPS Social Integration shows that the job content of social workers often does not correspond to the needs of the Public Centre for Social Welfare's target groups.

Within that same qualitative research report of the MIRIAM projects - second programme year-, it turns out that the expertise to correspond to the target group's needs is present in the PCSWs, but that a too high (administrative) workload prevents social workers from devoting the optimal amount of time to the personal guidance of the target group.

One of the reasons for the problem would be that the “content” part of the social worker's job is under pressure. In other words, the social worker has to devote too much worktime to “administrative tasks”.

In the aforementioned study on the MIRIAM projects, we find that both the participants in these projects as the case managers who supervise them indicate that the position of social worker offers too little space for optimal personal support of the target group. This is said to be partly due to the administrative workload of the social workers.

Such personal counselling could, in turn, significantly increase the chances of socio-economic integration of the target group.

Through a Flash study, we request a research assignment to map the administrative processes as well as their impact, which lead to the mentioned high workload of social workers. This is to determine whether it is possible, through research results validated by scientific research, to reduce part of this administrative workload. After all, this would then allow more attention to be paid to personal counselling of the target group, and thus to higher socio-economic integration.

This Flash research can draw on the workload measurement study conducted by Probis for the FPS Social Integration in 2014. The findings of this study can be built upon to answer the above question. This study can be found on the FPS Social Integration website at <https://www.mis.be/nl/studies-publicaties-statistieken/studie-werklastmeting>

2. **Research domain:** Social inclusion, workload, social workers

3. **Keywords (5 maximum):** Administrative simplification, social counselling, activation

#### 4. **Specific research questions**

The project will address the following research questions:

- 1) What administrative processes prevent social workers from doing fieldwork?
- 2) What is the impact and risk content of these administrative processes?
- 3) What additional reasons prevent social workers from investing the necessary time in field supervision of clients?
- 4) What concrete recommendations could lead to an increased time investment in field supervision of clients?

5. **Duration and schedule:** The project will last a maximum of 9 months.

#### 6. **Deliverables**

**Deliverable 1** - an overview of the administrative processes that prevent social workers from doing fieldwork

⇒ **Deadline for Deliverable 1 Start date + 6 months .**

**Deliverable 2** - Concrete recommendations that lead to an increased time investment in field supervision of clients

⇒ **Deadline for Deliverable 2** Date of deliverable 1 + 3 months.

#### 7. **Impact, KPIs and objectives**

KPI 1): Concrete recommendations that lead to increased time investment in field supervision of clients

KPI 2): Mapped administrative processes that prevent social workers from doing field work, as well as their impact

## 8. Specific conditions and implementation

Research report should be delivered in both national languages (FR and NL), as well as a summary powerpoint in both national languages (FR and NL).

## BUDGET

The budget allocated to a project is depending on its duration in months. An average of 10.000€/month is allocated for a Flash project and the total duration shall not exceed 12 months.

The eligible costs are:

- Personnel costs: Staff costs include the (full) costs relating to staff recruited under employment contracts and to non-salaried staff (lump sum payment per Person/Month);
- Specific operating costs: This includes the cost of goods and services directly related to the implementation of the project and of which the list is included in the proposal.
- Indirect costs: Lump sum to cover the general operating costs set at 15% of personnel and specific operating costs.

## APPLICATION

Flash proposals must be written in English and signed electronically. Proposals (in pdf format) should be sent to [flash@belspo.be](mailto:flash@belspo.be) by mentioning the Flash proposal acronym in the subject line of the e-mail. Applicants are required to meet the conditions set forth in this information documents and to comply with the scope of the call for the Flash project. The template of the application form can be accessed via the BELSPO website, [Documents for promoters | S4Policy | P4Science & S4Policy \(belspo.be\)](#).

The closing date for this Call is **26 September 2024 at 5.00 p.m.**

## EVALUATION AND SELECTION

The Flash proposals are evaluated and recommended for funding by a panel of independent foreign experts under the supervision of BELSPO, within 3 weeks after the submission deadline. The evaluation criteria are the adequacy of the budget and human resources, the skill(s) of the scientific team(s) and the methodological approach.

The evaluation form template can be consulted on the website: [Documents for promoters | S4Policy | P4Science & S4Policy \(belspo.be\)](#)

The final decision is taken by the Chairman of the Board of Directors of BELSPO upon the advice of the Inspector of finances, within the available budget.

## CONTACT AND QUESTIONS

For any further questions about this call for Flash proposals, please get in touch with the Belspo Flash team via e-mail: [flash@belspo.be](mailto:flash@belspo.be).