



DASH IN COPENHAGEN

27/2 – 01/3



BUILD
AALBORG UNIVERSITY

Rikke Skovgaard Nielsen

AAU-1-DAY

[Log ud](#)

I dag

27-02-2023

among99able

Følgende dage

28-02-2023

salt24seen

01-03-2023

bump96doubt

Welcome to Copenhagen

- Welcome!
- Round of presentation
 - Name, organisation
 - Name tags

Practicalities:

- Any dietary requirements?
- Choose dinner for tonight and sign list of attendance



Agenda

Time	Content
13:00	Welcome/Lunch
14:00	Info about DASH w. PO and financial officers
15:00	Get to know each other (a fun fact) /Expectations about DASH
16:00	Input: What is a transdisciplinary approach? What does it imply (Knowledge/skills)? Interdisciplinary / Intercultural.
17:30	End
19:00	Joint dinner, Wagamama, Tietgensgade 20, KBH V

Agenda

Time	Content
9:00	Joint problem framing (working in country groups/mapping the problem around delivering safe and sustainable housing)
11:00	Coffee break
11:30	Input: Online talk on: Policies for more affordable housing by Prof. Gideon Bolt, Utrecht University
12:30	Lunch
13:30	Excursion/ Walk in South Harbour
15:00	Training 2: Building a common vocabulary/understanding around delivering safe and sustainable housing
17:00	End
	Dinner of own choice

Agenda

Time	Content
9:00	Training 3: Bridging different knowledge and interests / Knowledge co-production
11:00	Coffee break
11:30	Wrap up and overview of the next steps in DASH
12:30	Lunch and goodbye

DASH – overview

- Partners – 4 countries (Denmark, Germany, Portugal and Serbia) and 12 partners
- 4 years
- Secondments – payment of travel plus accommodation
- Exchange – learning from each other
- Deliverables

DASH – overview

- Develop a better understanding of local culture and traditions in housing provision (in administrative, institutional, and financial terms), as well as the specific characteristics of national and local housing markets structures, financing, etc.).
- DASH will co-produce knowledge about the specific housing regimes of each 2nd-tier city through thematic learning hubs and a learning network formed through individual secondments. This will of course involve local stakeholders.
- DASH will promote a discussion within the network on the transfer of practices across different places. Aim is to generate new ideas about how to promote more sustainable and safer housing, and how to convert these new ideas into concrete housing products, processes and/or services.
- The tool to obtain these goals are exchange of staff members from the partners of our consortium

OVERVIEW OF DELIVERABLES

D1.1: Consortium and partnership agreement

D1.2: Risk management plan

D1.3: Data management plan

D1.4: Project report to the EU Commission

D1.5: Advisement report

D2.1: Note on DASH methods/ 5 pages. STUTT develops draft to be circulated for comments and final form M1

D2.2: Report on achievements and final decisions. Short report.

D3.1: Guideline for report on local housing market. ULISBON develops draft M5, circulates for check and final form M6.

D3.2: Report on local housing markets.

D4.1: Guideline for cross-evaluation (AAU)

D4.2: Report on cross-evaluation

D5.1: Newsletter (1-2 annually)

D5.2: Project website

D5.3: Peer-reviewed papers

D5.4: Report on end conference

D5.5: Handbook

DASH administrative guidelines

DASH administrative guidelines

Eligibility of the staff members taking part in the staff exchange

- Researchers at any career stage actively engaged in or linked to R&I activities at the sending institution
- Administrative, managerial or technical staff supporting the Research & Innovation activities under the project
 - Not eligible for secondments if having a purely administrative role (e.g. accountants)
- Must have been actively engaged or linked to R&I activities for at least one month (full-time equivalent) at the sending institution, before the first period of secondment.
- Shall have appropriate competence to implement the project and R&I work packages and deliverables.

DASH administrative guidelines

Secondments

- Minimum 1 month and maximum 12 months (independently of the number of organisations the staff is seconded to)
- Must be performed on a full-time basis
- May be split into several stays (a "split stay"), respecting the above-mentioned maximum and minimum duration; should be agreed well in advance and approved by the PO in REA.
- Duration of secondment counted from day of departure to day of return

DASH administrative guidelines

Contributions for seconded staff

- A top-up allowance for each month a person are on an exchange at another beneficiary
- Intended to cover additional costs of living away from home and is additional to their salary (paid by sending institution)
- Calculated on the basis of unit costs, as specified in the budget, i.e. EUR 2300 x number of secondment months.
- Two possibilities for the payment of the top-up allowances:
 - Payment of the fixed amount
 - Reimbursement of the actual travel cost
- Note: top-up allowances only contribution to actual costs of stay. If costs exceed MSCA-SE unit payments, sending organisation needs to cover additional costs from own sources or use budget for Institutional contributions

DASH administrative guidelines

Institutional contributions

- The research, training and networking contribution should cover costs for training, transfer of knowledge and networking activities, as well as research expenses.
- The management and indirect contribution should cover the partner's additional costs in connection with the action (e.g. personnel costs for project management/coordination, indirect costs).
- Institutional contributions can be used to increase the top up allowance of the staff members (e.g. if staff members are seconded to country of high living costs)
- In case of need for local support during secondment, which cannot be provided by hosting organisation (e.g. access fees, translation, copying etc), hosting organisations can charge sending organisation with the additional costs (which will be paid from the institutional contribution of the sending organisation).
- Please note that it is NOT necessary to keep records on the actual Institutional costs incurred.

DASH administrative guidelines

Required documentation

- Adequate records and supporting documents to prove number of units declared and eligibility of seconded staff.
- NOT necessary to keep records on the actual costs incurred.

Duration of the secondment:

- Travel tickets clearly indicating the day of departure and day of return.
- Accommodation documents

DASH administrative guidelines

Presence of the staff member at the hosting organisation:

- University guest badge or any other identification documents produced by the hosting organisation to give access to its premises
- Copy of the logbooks for accessing the buildings (if applicable)
- Image documentation of the meetings and visits during the secondments, preferably labelled with a date and place (e.g. cell phone pictures)
- Short report of the work of the secondment with the dates, locations and local participants signed by the seconded staff member and the representative of the hosting organisation

DASH administrative guidelines

Evidence of the eligibility of the fellow:

- Employment contract proving that the person sent in secondment is:
 - staff of the institution for at least one month prior to the starting date of the secondment
 - involved full time in R&I activities
- If the employment contract does not clearly indicate the current R&I responsibilities a declaration of R&I involvement for at least one month prior to the starting date of the secondment signed by the CEO

DASH administrative guidelines

The staff member works full time on the project:

- In case of part- time workers, the updated employment contract clearly indicating the full-time employment during the secondment period
- The mission order (assignment) and programme of the stay
- Proof the work done by the seconded staff:
 - Short report of the work of the secondment with list of events to which the researcher participated, signed by the seconded staff member and the representative of the hosting organisation
 - Scientific articles or other publications (including web based: DASH website and social media)
- Timesheets if otherwise required by the sending organisations

DASH administrative guidelines

Proof that the top-up allowance is fully used for the staff member:

- Bank statement or accounting books showing the amount paid to the seconded staff member (with a total amount at least EUR2300 per seconded month)

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Training 3

1. Methods and gains of the project
2. Secondments
3. Thematic learning hubs

Training 3

- Think about co-production on the different levels of exchange in DASH (international, national and local).
- Zoom in on one of the levels and brainstorm on potential methods to co-produce knowledge on that level.
- Take a starting point in the joint problems framed in the first training.
- How to cope with some of the challenges (time availability, power relations, etc. define what would be suitable outcomes for you) identified?
- What do you want to get from this project?

Reflections and in-sights

Brainstorm on:

- Main reflections
- Questions
- In-sights
- Puzzlements
- Challenges
- Potentials
-

What are you taking home with you?

- 5 minutes reflections individually
- 25 minutes discussions + summarise in five dots and present, 5 minutes

Secondments

Thematic learning hubs

Discuss in national groups:

- Who?
- When?
- Where?
- What? Thoughts on theme, focus, interest
- Challenges that needs addressing?

DK: *“Legal framework models and innovative housing policies”*

D: *“Upgrading the existing housing stock and sensitive rehousing models”*

P: *“The role of private sector housing associations in delivering below market rent options”*

SRB: *“Co-production of social housing taking local context and culture into account”*

Discuss ideas and plans for TL hub in respective country, including timing

Summarise in a Word-document and send to Rikke (risn@build.aau.dk)

Wrap up and overview of the next steps in DASH

Discussion of challenges

Discussion of ideas and plans for TL hubs

Wrap-up and overview of the next steps in DASH

Task 2.1 Development of short note on methodology: The lead partner develops a short note on DASH-methodology; this note is circulated before the training seminar.

Task 2.2 Training of participants: During gathering of researchers in Stuttgart, the participants will take part in a training seminar to ensure a common understanding of methodology and form of work.

Task 2.3 A short report on result of workshop & training: In order to maintain the main learning points, the lead partner write a small report on results of workshop and training.

Start: 1

End: 3

Wrap-up and overview of the next steps in DASH

Task 3.1 Guidelines for reports on local housing market: Lead partner develops guidelines for the deliverables in WP3. These guidelines is to be discussed in plenum and finalized before month 12.

Task 3.2 Report on local housing market: Each partner team develops a report in accordance with guidelines in order to estimate current status and future changes in the housing stock, existing and expected additions. Furthermore, the reports must contain an estimate over affordability, accessibility for different socio-economic and demographic groups.

- Power-point presentations with common titles and themes?

Start: 3

End: 12

Wrap-up and overview of the next steps in DASH

- Timing of next meeting – October?
- Online meeting late April or early May?
- Teams as shared workspace?
- Rights to the produced knowledge?

