

**Project Database Project Steering Group
Fourth Meeting
Bad Neuenahr
23 September 2008**

Reference	DPSG 4/4/Info 1
Title	Recent activities to implement the NDPHS Database Project and proposed future activities
Submitted by	Secretariat
Summary / Note	This paper provides overall information about the progress made in the implementation of the seven work packages of the Database Project since the third meeting of the DPSG on 21 April 2008, in Brussels, Belgium. Further, it also outlines issues regarding some activities to complete the project, which the Secretariat would like to propose for discussion during the meeting.
Requested action	For information and reference

1. Overall progress in the project implementation

The project's overall implementation status is that most of the work packages are either completed or close to completion. Also, some of the work packages delivered more than originally planned for. At the same time, in accordance with the project work plan, WP 1 and WP 3 require further efforts to be taken before and immediately after the project ends on 31 January 2009.

2. Progress in the implementation of the individual Work Packages and proposed future activities

2.1 WP 1 – Coordination of the project

All activities, which are foreseen in the project work plan for the first 19 months of the WP 1 implementation, were implemented on time and there was no deviation from the initial work program set out in the Grant Agreement except for the employment of the Project Main Expert. Instead of 348 work days, this position provided 57 days of work during the first 19 months of the project implementation. This has been compensated by a considerably higher involvement of the NDPHS Secretariat (342.16 work days) than envisaged in the project proposal (40 work days).

Future activities: in line with the work program set out in Annex I to the Grant Agreement (submitted as document DPSG 4/4/Info 2), the Secretariat will soon start the development of the final report from the implementation of the Database Project. Further, it will attend the EG Chairs and ITAs meeting scheduled for 29 September 2008 and the subsequent EG meetings, and – with reference to the outcome of the DPSG 4 Meeting – it will discuss during those meetings the follow-up of the Database Project.

2.2 WP 2 – Dissemination of the results

This work package is completed except for what is described in section “future activities.” So far, it has delivered more than originally planned. The following actions have been taken since the third meeting of the DPSG:

- The Secretariat finalized in cooperation with the NDPHS Expert Groups the English version of the NDPHS Folder and facts sheets and had them laid out and printed. It subsequently coordinated the preparation of the Russian version of the folder and fact sheets, and also had them laid out and printed. All pdf files have been posted on a newly created page at: http://www.ndphs.org/?folder_and_factsheets.
- The Secretariat continued efforts to publicize the NDPHS tools and products through a variety of information channels. This included the distribution of the above mentioned folder and the fact sheets to Partners and participants in various meetings attended by the Secretariat, as well as the actions outlined below;
- The Secretariat prepared and distributed through the web-based distribution mechanism an e-news piece and a press release concerning the NDPHS input to the 7th Summit of the Heads of Governments of the Baltic Sea States, in which it has publicized the NDPHS Folder and fact sheets;
- The Secretariat developed and announced through the NDPHS e-news service the NDPHS e-Newsletter issue 1/2008 (cf. <http://www.ndphs.org/?e-newsletter>);
- The Secretariat continued to maintain and further develop the NDPHS website;
- The Secretariat continued working together with NCM’s St. Petersburg Office staff on the NDPHS outreach to the North-West Russia.

Future activities: the Secretariat will continue distributing the NDPHS Folder with fact sheets. Further, in line with the work program set out in Annex I to the Grant Agreement, it will prepare at the end of 2008 and disseminate the NDPHS e-Newsletter issue 2/2008. Finally, it will continue publicizing the NDPHS tools and products through a variety of information channels.

Additional issues proposed by the Secretariat for discussion during the meeting:

- Translation of the NDPHS Folder and the fact sheets to other languages and preparation of their pdf files for posting on the NDPHS website;
- Continuation of the NDPHS e-Newsletter, and the newsletter’s future profile.

The above actions are not required by the Database Project work plan. Therefore, it is proposed that they would be discussed in a separate agenda item (**6. Follow up to the Database Project**).

2.3 WP 3 – Evaluation of the project

Regular evaluation of the project was and is being performed in connection with the DPSG Meetings. A more in-depth evaluation was performed by the Secretariat, when the project’s interim progress report (consisting in narrative and financial parts) was being developed during February and March 2008.

Future activities: in line with the work program set out in Annex I to the Grant Agreement (submitted as document DPSG 4/4/Info 2), the French Project Partner and the Secretariat (with support from the WP Lead Partners) will have to perform the final evaluation of the project, which will make an important part of the project’s final report to the EAHC. As this report needs to be submitted to the PHEA in March 2009 and be first approved by the Database Project Steering Group, the Secretariat would like to be ready with this report by the end of January 2009.

In accordance with the Grant Agreement, the Secretariat proposes that the final evaluation of the project would cover issues such as the following:

- Continuation of the operations of the NDPHS Database (e.g. monitoring and quality assurance of information input to the database and a regular updating of information) and the NDPHS Project Pipeline, and the allocation of a staff, *inter alia*, for their maintenance and, possibly, the inclusion of other databases / financing agencies;
- Review of the extent to which the health areas chosen by the thematic reports were appropriate and proposing topics for further analyses / thematic reports possibly to be prepared by the NDPHS in the future;
- An assessment of the impacts made by the project.¹

2.4 WP 4 – Database Development

This work package is completed except for what is described in section “future activities.” So far, it has delivered more than originally planned. The following actions have been taken since the third meeting of the DPSG:

- One more database (ZdravInform, www.zdravinform.mednet.ru) was connected to the NDPHS Database, thereby increasing the total amount of the linked databases to 9 (cf. http://www.ndphs.org/?database,page,external_databases);
- The automatically pursued data from the above database, which was included in the NDPHS Database, was checked for quality and amendments were made in the pursued data and additional data was added, where possible, to complement the data pursued from the ZdravInform Database;
- Regular maintenance of the database was performed, including the quality check of the manually inserted data.

Future activities: regular maintenance of the database, including the quality check of the manually inserted data.

Additional issues proposed by the Secretariat for discussion during the meeting:

- Possible connecting of the *Cordis* Database to the NDPHS Database;
- Continuation of the operations of the NDPHS Database, e.g. connecting new databases as well as monitoring and quality assurance of information input to the database, regular updating of information.

The former of the actions is not required by the Database Project work plan. It is proposed that they would be discussed in a separate agenda item (**6. Follow up to the Database Project**).

2.5 WP 5 – Information Provision on Specific Health Areas

This work package is completed except for what is described in section “future activities.” The following actions have been taken since the third meeting of the DPSG:

- One more database was identified as a valuable source of information for the NDPHS Database and, as informed in WP 4 section, subsequently connected to the latter;
- The production of the NDPHS Folder and fact sheets (mentioned in WP 2 section) also contributed to the implementation of this work package;
- Regular maintenance of the database was performed, including the quality check of the manually inserted data (mentioned in WP 4 section) also contributed to the implementation of this work package.

¹ Some of these issues will be discussed in item 6 of this meeting.

Future activities: continuation of the identification of further target persons and groups (such as donors, national ministries, local/regional bodies, IGOs, NGOs, IFIs, institutions, key individuals, etc.).

2.6 WP 6 – Thematic Reports, Network Creation and Stakeholder Analysis

This work package is completed. The following actions have been taken since the third meeting of the DPSG:

- The PHC EG organized a Seminar on Primary Health Care in Northern Dimension Countries during which the findings and conclusions of its (draft) thematic report were discussed;
- PHC and PH Expert Groups held their meetings during which they discussed the follow up of their thematic reports, most notably the development of project proposals addressing selected priority issues identified in their thematic reports.

Additional issues proposed by the Secretariat for discussion during the meeting:

- Development by the NDPHS Expert Groups of project proposals addressing selected priority issues identified in their thematic reports;
- Further analyses / thematic reports possibly to be prepared by the NDPHS Expert Groups in the future.

The above actions are not required by the Database Project work plan. Therefore, it is proposed that they would be discussed in a separate agenda item (**6. Follow up to the Database Project**).

2.7 WP 7 – Project Pipeline

This work package is completed except for what is described in section “future activities.” So far, it has delivered more than originally planned. The following actions have been taken since the third meeting of the DPSG:

- One more financing agency (the East Europe Committee of the Swedish Health Care Community, www.oek.se) was connected to the NDPHS Project Pipeline, thereby increasing the total amount of the participating financing agencies to 3 (cf. <http://www.ndphs.org/?pipeline>);
- Regular maintenance of the project pipeline was performed as were further adjustments requested by the participating financing organizations.

Future activities: regular maintenance of the project pipeline and further adjustments as requested by the participating financing organizations.

Additional issues proposed by the Secretariat for discussion during the meeting:

- Continuation of the operations of the NDPHS Project Pipeline;
- Inviting the NDPHS Expert Groups to jointly develop a set of recommendations to the financing agencies participating in the NDPHS Project Pipeline on the thematic and geographical areas to be prioritized by them when allocating funding for projects to be proposed through the pipeline;
- Encouraging the NDPHS Expert Groups, which do not use the project pipeline, to do so;
- Identifying further financing agencies which could be invited to participate in the project pipeline;
- Mobilization of resources for the NDPHS Project Pipeline (including, inter alia, the organization of a resource mobilization (pledging) conference). This regards both the financing agencies currently participating in the pipeline as well as financing agencies that could possibly join it.

The above actions are not required by the Database Project work plan. Therefore, it is proposed that they would be discussed in a separate agenda item (**6. Follow up to the Database Project**).