

Minutes – FALEFOS 1. Project Meeting

Date of meeting: 25/11/2013 – 26/11/2013

Meeting location: Jugend am Werk, Lendplatz 35, 8020 Graz, Austria

Participants: Elke Maurer (AT),
Sabine Prettenhofer (AT),
Zoltan Elekes (RO),
Miriam Hess (CH),
Marcin Podogrocki (PL),
Bettina Bussi (IT),
Mariangela Lassi (IT),
Ivana Durcovic, Lovorka Brajkovic (HR),
Sabine Wehn (DE)

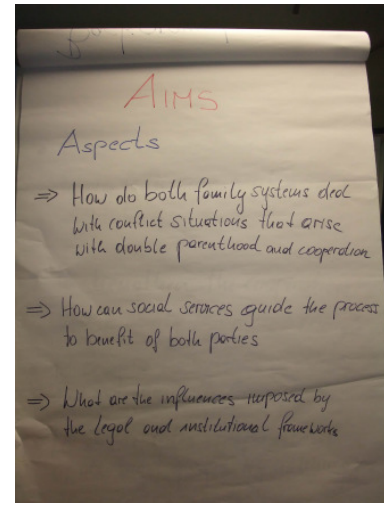
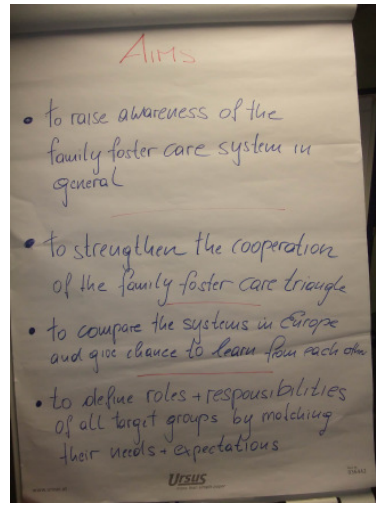
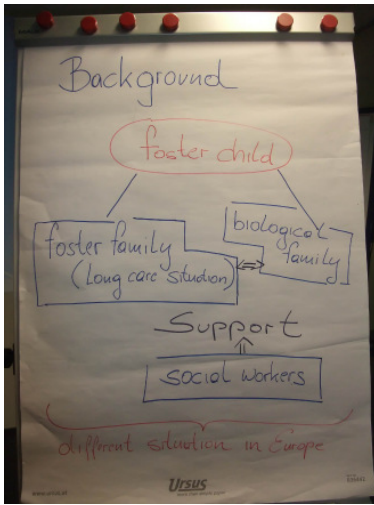
Minute taker: Sabine Prettenhofer

Aims of the meeting			
<ol style="list-style-type: none"> 1. Introduction of the partnership 2. Overview of the project and process action plan 3. Expectations concerning the project 4. Overview of project dissemination 5. Needs Analyses 6. Situation of Family Foster Care in participating countries 			
Issues discussed			
<ol style="list-style-type: none"> 7. Project logo 8. Transnational Meetings 9. Quality Criteria 10. Work packages WP3, WP4, and WP5 (Development) 			
Decisions made			
<ol style="list-style-type: none"> 11. Agreement on meetings: <ol style="list-style-type: none"> 2. Meeting in Florence – arrival 11/05/2014, working days 12 + 13/05/2014, departure 14/05/2014 3. Meeting in Siegen – arrival 29/09/2014, working days 30/09 + 01/10/2014, departure 02/10/2014 12. Agreement on a logo draft (will be transferred to the marketing experts of JAW) 13. Work package WP3, WP4, and WP5: To combine workshop development and practical guidebook. To shape the structure of the final products and possible contents at the second meeting. 14. Agreement on key word list 			
To-do list			
Action (WHAT)	Responsible (WHO)	Deadline (WHEN)	Comments
Send Grant Agreement to all partners	JAW/AT	a.s.a.p.	
Send Eligible Budget to all partners	JAW/AT	a.s.a.p.	
Development of Partner Agreements	JAW/AT	a.s.a.p.	
Development of Financial Guidelines	JAW/AT	a.s.a.p.	

Send Questions concerning Financial Issues to JAW	Each partner	a.s.a.p.	
Process for developing WP3, WP4, and WP 5	All partners	2. Meeting	
Preparation of a project partners contact list	JAW/AT	a.s.a.p.	
Preparation of a key word list	All partners	a.s.a.p.	
Send PPT concerning 1. Meeting to JAW	ULO/PL, FormAzione/IT, DGASPC/RO	a.s.a.p.	
Preparation of interview questionnaire (draft version) and WP2 structure including time schedule	ULO/PL	07/01/2014	
Feedback and revision on questionnaire and WP2 structure	All partners	20/01/2014	
Final questionnaire and WP2 structure	ULO/PL	03/02/2014	
Identification of interview partners	All partners	03/02/2014	
Stakeholder Chart	DGASPC/RO	a.s.a.p.	
Evaluation Sheet	FormAzione/IT	a.s.a.p.	
Logo draft version	JAW/AT	20/12/2014	
Next meeting			
Date	Location	Purpose	
11/05/14 – 14/05/2014	Florence / IT	2. Meeting in Florence – arrival 11/05/2014, working days 12 + 13/05/2014, departure 14/05/2014	
29/09/14 – 02/10/14	Siegen / DE	3. Meeting in Siegen – arrival 29/09/2014, working days 30/09 + 01/10/2014, departure 02/10/2014	

2. Overview of the project and process action plan

Handouts: project work plan



Background

Target groups of the project: Foster family, biological family, and social workers
 Foster care – different situations in Europe

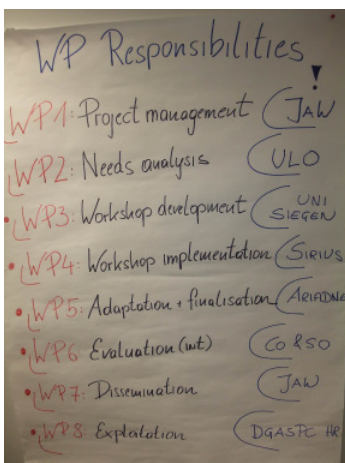
Aims

- To raise awareness of the family foster care system in general
- To strengthen the cooperation of the family foster care triangle
- To compare the systems in Europe and give the chance to learn from each other
- To define roles and responsibilities of all target groups by matching their needs and expectations.

Aspects

- How do both family systems deal with conflict situations that arise with double parenthood and cooperation
- How can social workers guide the process to benefit both parties
- What are the influences imposed by the legal and institutional frameworks

Overview of work packages and responsibilities



WP1 Project management	JAW / AT
WP2 Needs analysis	ULO / PL
WP3 Workshop development	UNI Siegen / DE
WP4 Workshop implementation	SIRIUS / HR
WP5 Adaptation and finalisation	ADRIADNE / CH
WP6 Evaluation	external
WP7 Dissemination	JAW / AT
WP8 Exploitation	DGASPC / RO

3. Expectations concerning the project

(Single work – elaborate three expectations, write it on a card, collection and summarise)

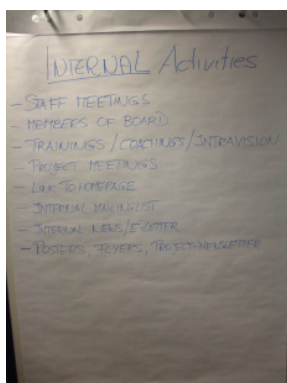


- Learn together how to define the foster care as a “positive message” – slogan
- To find a tool to increase the communication between the biological and foster families,
- A final meeting between the 3 target groups (if there are the conditions)
- To help children to find and accept their identity,
- Helping reintegration in natural family and adoption
- Through a learning process for social workers, foster parents, children and families,
- To increase knowledge and share experiences in the field of foster care,
- To learn more about other country systems and to implement some good practice in our country,

- To increase awareness about foster care problems to public in general
- To improve cooperation between foster and biological parents and social workers,
- Create a training program on how foster parents, biological parents and social workers can actively participate in improving the system,
- Develop innovative learning approaches for our target groups,
- Good useful tool for family learning (practical guidelines for workshops)
- To improve the conditions for all target groups
- To create good and practical material and find ways for the target groups to work together,
- Put different situations in Europe together and learn from each other,
- Implementation of more appropriate procedures and regulations in foster care systems in Poland,
- Valuable training materials for special pedagogy students and therapists,
- Comprehensive research (and assumption for further research in the field)
- Useful, practical, sustainable products,
- Enough time for exchange during the meetings,
- Better communication and cooperation between all target groups.

4. Overview of Project Dissemination

(Presentation of a PPT and working in pairs: find ideas for internal and external dissemination activities in your organisation/country)



Internal Activities:

- Staff Meetings
- Members of board
- Trainings/coachings/intravision
- Project meetings
- Link to homepage
- Internal mailing list
- Internal newsletter/e-letter
- Posters, flyers, project newsletter

External Activities:

- Posters, flyers, project newsletter
- WS with national agencies
- Article LLL agency
- Local studios (TV, report on Hungarian TV)
- Hungarian network
- Scientific journals, articles
- Blogs
- Child protection organisations
- Federal department for adoption

Discussion:

- Website: who will be our target group;
- There are organisations in Croatia who might be interested in producing videos with small money when it is done on a good purpose.
- Preparation of a template for proofs like participation and signature list for the whole project.

11. Agreement on Meetings

2. Meeting in Florence – arrival 11/05/2014, working days 12 + 13/05/2014, departure 14/05/2014
3. Meeting in Siegen – arrival 29/09/2014, working days 30/09 + 01/10/2014, departure 02/10/2014

7. Project Logo

Collection of ideas concerning the logo (How should it look like? Would you like symbols, people, words, what colours ...a logo to make the project attractive)



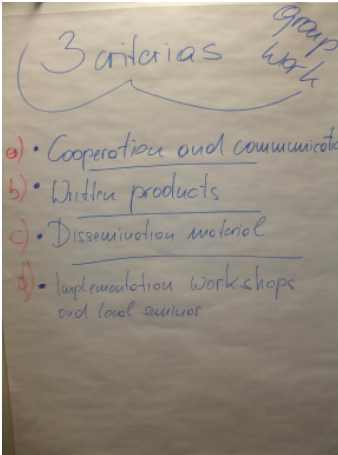
Logo ideas:

- Birds in a nest
- Child with triangle
- Drawing from children
- FALEFOS included
- United children, foster parents, biological parents, social workers
- Simple house made by children
- Painting by Miriam
- Painting by Bettina (blue letters with a sun)

Idea will be transferred to the marketing expert of JAW.

9. Quality Criteria

(find at least 3 ideas concerning each heading)



a. Cooperation and communication

- Special work packages – SKYPE meeting
- Primarily communication by mail
- Download and upload section we will use drop box
- Each meeting – have a spot for individual questions
- Agenda at least two weeks prior the meeting
- Meetings are obligatory
- Host organisation is doing the Hotel booking
- Minutes after a meeting should be delivered in time
- To be prepared for meeting for topics you are responsible for

b. Responding on mail request within 5 days

- more hands on less theory and if deeper theory helping with links
- define the target group for each product
- Written products should be oriented on the target group
- Workshop material dedicated to the target group
- Workshop materials for biological parents in easy understanding
- Workshop materials should be practical and simple
- Cooperate identity (same logo, types, attractive...)
- Same structure for all written materials

c. Written products

- Leaflet = professionals and stakeholders are the target group for it
- Public relation tool for each target group

d. Dissemination material

- Evaluation questionnaire after each workshop (for trainers and for participants) concerning WP4

10. Work packages WP3, WP4, and WP5 (Development)

Discussion on WP3, WP4, and WP5 by comparing them. Whether if WP5 should be developed parallel with WP3. It is necessary to overthink the whole process of development within the next 6 month.

One suggestion could be

- To combine workshop development and practical guidebook.
- To shape the structure of the final products and possible contents at the second meeting.

6. Situation of Family Foster Care in Participating Countries

HR:

- Existing law in HR - there is a tendency of change. Actually, 70% of children in need are in institutions 30% in foster family care. Percentage should be changed – foster care should be increased;
- Foster care parents should have an education; children with disabilities should be placed at specially trained FP;
- FP are not employed but they get recover for expenses, extra fees;
- In last two years, the law was changed three times.
- Largest amount of FP are without high school education. Primary school education is enough to become FP;
- Approximately 1 to 3 children are placed at FP;
- FP cooperate with national authorities, most of FP live in the countryside. Criteria – need to have an extra room for the child - therefore it is a problem in cities;
- Relatives are FP as well. FP have no sufficient education to deal with behaviour problems, any other mental problems;
- Obligation for social workers is much less if children are cared for in institutions than in FP. NGO are trying to support FP.
- There is no Forster Care Centre in HR;
- SOS villages are overbooked in HR.
- Problem that happen with children when they are 18. No place to live no jobs. FP get the money until the teenager becomes 18 and in some cases until 21;
- No specialised judges;
- Single parents can become FP.

IT

- FC (Foster Care) centre at the council of Florence – but different situations all over IT. FC centre works with FM. FC centre prepares the FM for the children with different problems.
- All sort of FM are possible.
- The situation of the FM is checked by home visits.
- Psychologists contact the parents before and in between.
- FP for the day, full time, part time;
- Biological family can asked to be involved in a FC project and the court can decide for a FC project.
- Children are in the middle – territorial social services and the FC centre work with the children.
- FC centre looks for voluntary families who want to support other families with problems. Volunteers get training.
- FP get a fixed benefit, around 500 EUROS for a child. If the child has a disability, the benefit is higher.
- FC project prepares a plan when the biological family can see the child. Meetings are prepared between FM and BF. Meetings at least once every 4 month. A report has to go to the court.
- For example, single mothers ask for FM because she has to work.
- FC by relatives exists but the benefit is smaller. Kind ship families (relatives who care for children as FP) are part of the project

PL

- None related FP are 13%. Most of the FP are relatives.
- Just professionalised FP are employed by the state. They are just 5%. All the other FP get some benefits from the state.
- There are specialised FP and FP for short period.

- 800 child houses in PL – 20 000 children are cared for there.
- Goal of FC – to return the child to their biological parents, prepare the child for adoption, to prepare for an independent living.
- Adoption process – adoption centres all over PL but a lack in some parts.
- FP are trained – decision is made by court – mutual acceptance between parents and children is necessary. After 6 months, there is final decision for the adoption.
- What about FP for orphans (in PL 30000)? Are they target group of our project? We have to consider that.

DE

- Complicated situation in DE - no research about it.
- Social services organise FC. Services look for FC; FP and BP. Social services develop a plan for the FC.
- Professional FP (e.g. social workers) are employed the others get a benefit.
- FC organisations offer trainings twice a year for FP.
- Some children have a legal guardian – therefore sometimes three people care for the child.
- FP organised by themselves – they have groups to talk to each other and to support each other.
- Biological families get support.
- High number of relation care – but no real number.
- FC just for short term – for emergency reasons.
- Specific FP for children with disabilities.
- Children can stay at FP until at least they are 27 (normally until 21)

Agreement on keyword list

AT

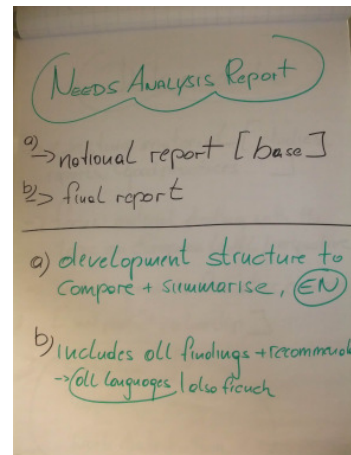
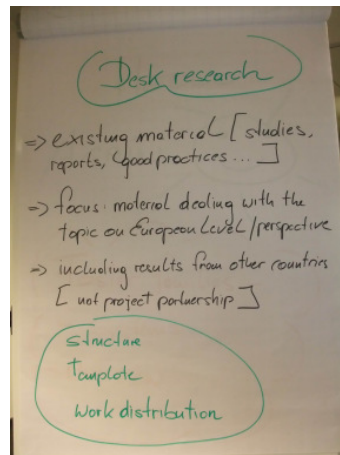
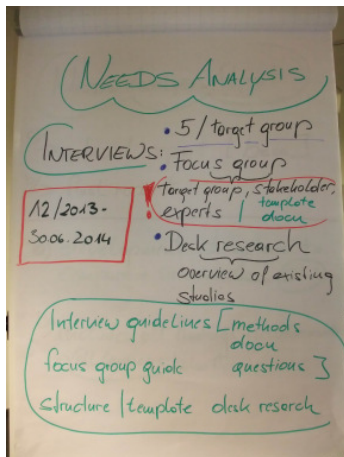
- Different foster care systems it depends on the province. In our province a new law for one year.
- FP have the opportunity to be employed. Three types: 1. Full insurance and additional care money, 2. self-insurance, less money and additional care money, 3. Stay in old system and can use support.
- Two NGOs are supporting FP. Our job is counselling, quality criteria, concept, documentation system...) Counsellors visit the family for 2 hours a month.
- Social services have the responsibilities for choosing the FP.
- FP need special trainings before and they have further education during the year (at least 12 hours a year).
- “Emergency families” – until 3 month stay of the child – meanwhile social workers try to find long lasting foster care place.
- “SOS kinderdorf” and child houses exist in AT.
- No support for biological parents – now the law is changing – work with parents should be included. Money for support for biological parents. Social services contact FP once or twice a year.

RO

- National level – 40 000 children in different institutionalised forms. 20 000 are in children homes 20 000 are in FP. Professional maternal assistant = FP in Romania.
- FP are employed. Just one person from family is hired for FP.
- Every county department has a specialised network for running the FP service. Network has many duties in working with the families. Some are just responsible for child some just for FP.
- Meetings with biological parents is continuously supported by social workers. However, these are very complicated situations. New law: if parent don't manifest an interest on child then the procedure of adoption will be opened.
- Family placement – low amount for these activities.

5. Needs Analysis

Introduction to the WP Needs Analyses by JAW



Points for discussion according WP2 Needs Analyses

- What would you like to achieve within WP2
- Draft questionnaires for interviews
- Three different questionnaires according three target groups

Questions prepared by PL

- Reason for placing a child in a FF
- Child's situation before coming to a FF
- Complete diagnosis of the child before coming to a FF
- Matching process
- Psychological and institutional support for FF
- Cooperation with BF
- Understanding of child's needs in FF
- Prejudges of FF
- Positive and negative influences of FF on the development of the child
- Which issues could be answered by interviews and focus groups and which by desk research
- Ask FF about Family Learning (is it new for them or common)

General suggestions concerning interview and focus groups

- It will be necessary to focus on the target of the interviews, focus groups, desk research
- Choosing different cases – like positive and negative ones
- Selected FP, biological parents and social worker should be involved in one case
- aim of interview is to get to know the training needs
- General questions (type of FP, age, education, ... how long are children in their family, any experiences with other children)
- About background (like motivation, ...)
- Relationship to other target groups (biological parents, social worker)
- Trainings and further education
- What are the problems and what do they need, how they succeed in giving right answers to the child's identity.
- Interviews should be done anonymous.
- Interviews done with a mix of open question and closed questions.

- Each partner organisation will prepare a resume and just send this result to PL.
- PL will elaborate a questionnaire based on the discussion above.

Suggestions for questions addressing foster families

- How open is FF in reintegration or in adaption (how open or closed is the family);
- Cooperation with biological parents (do you have contact to biological family – how would you rate the quality of the contact, how do you talk with your child about the biological family – is it an issue in your family);
- Questions about the meetings with biological parents – (what are the problems, good communication with biological mother, with the father,...would you need a service for supporting the meeting, where do the meetings take place, how to you realise your child after contact with biological parents, influence of biological parents on the child);
- Questions about the training: what kind of support to you get? What are you missing, what would you need? Imagine there is a guidebook what should be in this kind of book. What kind of skills do you want to develop? Legal counselling;

Questions for social workers

- Reasons for people to become foster parents;
- Reasons for placing a child at FP;
- Arrangements or care systems for children in need;
- What are the criteria for matching FP with a child;
- Aims at FP and importance of reintegration in the biological family;
- What kind of support should be offered to FP and biological parents;
- Their role in communication with FP and BP;
- What skills do FP need;
- Cooperation with other organisations (e.g. police...);
- Questions about aspects that it is more convenient to keep a child instead of reintegration and taking a new child;
- What is difficult in your work with FP and BP;
- How do they consider their role in working with FP and BP;
- What do you need – what kind of skills do you want to improved;
- What should be improved concerning the FC System;

Questions for biological parents

- Introduction of current situation - What are the experiences of the actual situation (what is positive what is negative);
- What were the reasons for placing the child in a FP, why do you consider your child is not living with you;
- What could you do for a good relationship to your child?
- What do you need for a good contact with your child?
- Is a good contact with FP important to you – what could be improved within the contact;
- How do you feel during and after the meeting;
- Do you receive any support from the social services to cope the situation;
- What skills do you need for improving the contact with your child and or FP;

Closing session and To Do List

TO DO	
x SEND GRANT AGREEMENT TO YOU	P1@sop
x PARTNER AGREEMENT DEVEL.	T1-r
x FINANCIAL GUIDELINES DEVEL.	PA---
x QUESTIONS CONCERNING FINANCIALS SENT BY E-MAIL	ALL--
x PROCESS FOR DEVELOPING WIP'S, WIP'S, WIP'S	ALLZOE
x ELIGIBLE BUDGET SENT TO ALL	P1@sop
x PARTICIP-CONTACT LIST - " "	P1-IT
Keyword list	ALL
x PPT sent to JAW	RO, PE, IT 20/12/13
x PREPARING DRAFT VERSION OF QUESTIONNAIRES AND INSTRUMENT FOR WIP'S	ALLZOE
x FEEDBACK AND REVISION	RO, PE, IT
x FINAL PROJECT STRUCTURE OF WIP'S	ALLZOE
x IDENTIFY INTERVIEW PARTNERS	ALLZOE
UTILIS	

x) INCLUDING TIME SCHEDULE	
x STAKEHOLDER CHART	RO@sop
x EVALUATION SHEET	IT@sop
FALEFOS — DRAFT UNTIL 20/12/13	