



INDEPTH Network

Better Health Information for Better Health Policy

Workshop Titles:	Changes in children’s living arrangement and their well-being at INDEPTH member HDSSs Data Analysis and Writing Workshop
Dates: a) Arrival: b) Workshop: c) Departure:	21 November 2013 22– 27 November 2013 28 November 2013
Venue: a) Hotel: b) City/Country:	Accra, Ghana
Facilitators	Overall responsibility: <ul style="list-style-type: none"> • Prof. Jacques B.O. Emina
Objectives:	<ol style="list-style-type: none"> 1. Conduct comparative statistical analysis of the relationship between change in children’s living arrangement and their wellbeing outcomes 2. Draft papers on the relationship between change in children’s living arrangement and their wellbeing outcomes
Expected Outcomes:	<ul style="list-style-type: none"> • Draft manuscripts (site specific as well as cross-site) to be submitted for publication in a reputable journal
Expected Participants:	Not determined. For each participating centres, we expect a scientist who has worked on household structure and/or on children’s related millennium development goal.
Deadline for Nomination of Participants to the Secretariat	Deadline for nomination: September 1, 2013
Hosts:	INDEPTH Secretariat
Requirements:	<ol style="list-style-type: none"> a) Relevant data must be submitted by the stipulated deadline to be considered. No travel arrangement will be made for those who have not submitted the required data b) All participants are required to bring along laptops to the workshop.
Travel advisory: a) Visas: b) Overnight stays	<ol style="list-style-type: none"> a) We will issue out invitation letters to confirmed participants to apply for visas, where applicable. Please inform the Secretariat if you require any assistance. b) For overnight stays, please see travel support below.

Travel Support:	<ul style="list-style-type: none"> a) The Secretariat will cover the cost of a return economy class ticket from home country to the city where the workshop will be held. b) Reasonably priced non-refundable tickets will be purchased. When you receive a booking you must check to ensure that everything is fine. Once confirmed by you, any changes that will lead to extra cost must be covered by the member centre. c) Travel insurance cannot be covered by INDEPTH d) In-country travel from centres to the airport will be covered. Please inform the Secretariat of the cost for approval before initiating any payments. Evidence of payment for the travel must be produced. e) Should overnight stay both in-country and while in transit be necessary, please inform the Secretariat before starting the journey so that adequate preparation can be done for reimbursements. Original receipts will be requested by the Secretariat. f) The Secretariat will usually cover accommodation for the workshop days plus half boarding. A per diem will be paid for dinner and incidentals. All other services at the hotel (mini bar, telephones, etc) must be paid for directly by the participants.
Reimbursements	<ul style="list-style-type: none"> a) Please bring along to the workshop originals of all expenses incurred for your travel to the workshop. b) To avoid delays, you may scan the receipts and email before starting your journey to the Secretariat. c) We prefer to transfer funds to institutions' bank accounts. However, if you have pre-financed the trip privately, we will refund to your personal bank account.
INDEPTH Staff responsible for these workshop	<p>Prof. Jacques B.O. Emina (Programme Manager, Scientific Research and Co-ordination): jacques.emina@indepth-network.org.</p> <p>Supported by:</p> <ul style="list-style-type: none"> 1. Samuelina Arthur: samuelina.arthur@indepth-network.org 2. Peter Asiedu: peter.asiedu@indepth-network.org
Other issues:	<p>Participants may be asked kindly by the Secretariat to bring along information materials from their centres. These may include strategic plans, annual reports, publications and brochures and financial reports on sub-grants.</p>