

Please note that this document is for informative purposes only; **all applications must be submitted through the electronic application form: [award.iclei-europe.org/apply](http://award.iclei-europe.org/apply)**.



## Who you are

**Title of the project/initiative/activity you wish to submit**

**Are you a...?**

- Local Government
- Regional or Provincial Government
- Local authority or agency
- Regional authority or agency
- Other actor working with local government/authorities, if yes, please specify

**Are you an ICLEI member?**

- Yes
- No
- Other...

**Name of the city/region/organisation**

**Name of the department submitting the application**

**City and country**

Country

**City Size**

Number of inhabitants

**Contact person name**

**Contact person role**

**Contact person email**

**Contact person phone**



# Project Overview

## 1. Project Description

- Provide a concise summary of your project (max 300 words)

## 2. Project Goals

- What are the main objectives of the project? This can be a bullet point list (max 200 words)

## 3. Start and End Dates

- When did the project start, and is it ongoing or completed?

## 4. Location

- Where is the project implemented?

## 5. Ambition and Scale

- Why is this project ambitious for your city/region?
- How large is the area (approximately) affected by / involved in your project?
- How many citizens are approximately affected / involved?
- How much is the total (estimated) budget of your project?

## 6. Key Achievements


- What measurable sustainability outcomes have been achieved so far? Environmentally, socially, economically?

## 7. Impact on the Community

- How has the project improved the lives of local citizens?

## 8. Sustainability Goals

- How does the project contribute to local, national, or global sustainability goals?

 **Help:** does the project contribute to local, national or global goals and targets such as the UN Sustainable Development Goals (SDGs), the Paris Agreement or the Kunming-Montreal Global Biodiversity Framework, Sustainable Energy and Climate Action Plans (SECAPs), Sustainable Urban Mobility Plans (SUMP), Local Green Deals or Climate City Contracts etc.)?

## 9. Innovation

- What innovative approaches or technologies does your project use (if any)
- What sets the project apart from other / previous projects?

## 10. Funding Sources

- How was the project funded? (e.g. local budget, EU funding, public-private partnerships, if so which)
- Does this have blended different sources of funding? (If so, please specify to the extent possible the solutions and approach (e.g. which sources have been blended, did you combine several public funding programmes or public with private funding? Were new funding vehicles or bodies created?)

## 11. Stakeholder Engagement

- Who were the key stakeholders involved, and how were they engaged and impacted?

### Help:

- Have you worked together with other levels of government for the action? If so, what kind of agreements / contracts did you achieve with them, what was their contribution to solving the problem / addressing the issue, have you created any new structures, procedures etc.?
- How was the action created and conceptualised? Have you followed any innovative or inclusive project development approaches integrating new ideas, stakeholders or approaches in the activity planning phase?
- Did your action inspire behavioural change among key stakeholders towards the action?
- Describe the social benefits of your activity (e.g. impact on the social fabric of the city, social justice, strengthening local democracy)

## 12. Communication and Capacity Building?

- Did you communicate about the project?

### Help:

If yes, what actions were taken and which channels used to reach different stakeholders and/or the local public? If so, which ones? Did you use any particular new tools or channels? What were the benefits?



### **13. Challenges and Solutions**

- What were the major challenges faced, and how were they overcome?

### **14. Lessons Learned**

- What lessons have your city/region learned from this project that others could benefit from?

### **15. Future Plans**

- What are the next steps for the project, and how do you plan to sustain its impact?

### **16. Recognition**

- Has this project received any awards or recognition previously?

### **17. Replication Potential**

- Have you shared your results and experiences with other communities (e.g. cities, towns or regions)? If yes, how and why?
- Can this project be replicated in other cities or regions? If yes, what would others need to implement it?

### **18. Supporting Information**

- Upload relevant materials such as project reports, media coverage, or visuals (photos, videos, infographics). Images (jpeg, png, pdf)\*
- Candidates are also invited to upload – or send a link to – a ten-slide PowerPoint presentation in order to illustrate and highlight the strong points of their application
- Up to five files (maximum size of one file is 10 MB) or links can be uploaded. The uploaded files can be in the national language of the EU member state taking part in the competition if not available in English





## 19. Consent and Acknowledgment

- Public Disclosure: the submitted presentation texts can be made public on the Award website. The processing of personal data shall meet the requirements of Regulation (EU) No 2018/1725
- Data Accuracy Statement: please have a look at our [programme's terms and conditions](#)

### Where did you hear about the award?

? Got questions? Write to [award-europe@iclei.org](mailto:award-europe@iclei.org)

