



City-to-city cooperation

Frequently Asked Questions (FAQ) by EU cities

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1 City-to-city programme

Question	Answer
<p>1.1 What is envisioned for city-pairs to do within the programme?</p>	<p><i>Chosen cities must commit to cooperating intensively with their partner city for at least 18 months, and to share in their progress. Representatives from each city will take part in study tours, staff exchanges, trainings and seminars, etc. In addition, cities will have access to a wealth of resources through an online knowledge-sharing platform, currently under development.</i></p> <p><i>The experiences the cities gain through these activities and materials will aid them in developing together Local Action Plans on the identified knowledge-sharing priority. After this period, cities commit to reporting on their progress and on concrete actions to be carried out in the future. Each city will sign a Partnership Agreement to this effect.</i></p> <p><i>The Local Action Plans will follow a common methodology, in line with the EU-funded URBACT programme experience and should be developed through an inclusive multi-stakeholder process. These actors should be included in a multi-level and multi-stakeholder (e.g. academia, business, etc.) partnership, through the planning, roll-out and implementation of the Local Action Plan. Each city will develop its own Local Action Plan which must include activities and economically viable pilot projects that are capable of being realised in the short term, thereby opening up market opportunities and encouraging the involvement of research institutions, businesses, other levels of government and the local community.</i></p> <p><i>Participating cities will become part of a large community of peers and stakeholders engaging on sustainable urban development.</i></p> <p><i>In order to ensure a successful exchange and roll-out of measures and actions, cities need to commit an adequate amount of time and resources to implement the work. These resources should be sufficient to the ambition of the actions planned.</i></p> <p><i>Measures and actions to be implemented will contribute to achieving the objectives of the UN 2030 Agenda Sustainable Development Goals, the New Urban Agenda, the Urban Agenda for the European Union, the Sendai framework and the Paris Agreement, enhancing quality of life in urban areas.</i></p>
<p>1.2 How long is the (IUC-funded) city-to-city cooperation intended to last?</p>	<p><i>The cooperation will last at least 18 months, during which the IUC programme will fund incidental costs of selected activities (see question 2.1). In addition, the online knowledge-sharing platform would be available to participating cities through the whole duration of the programme.</i></p> <p><i>The programme encourages cities to continue their cooperation beyond this time, such that they themselves commit appropriate resources to continue a fruitful cooperation into the future.</i></p>

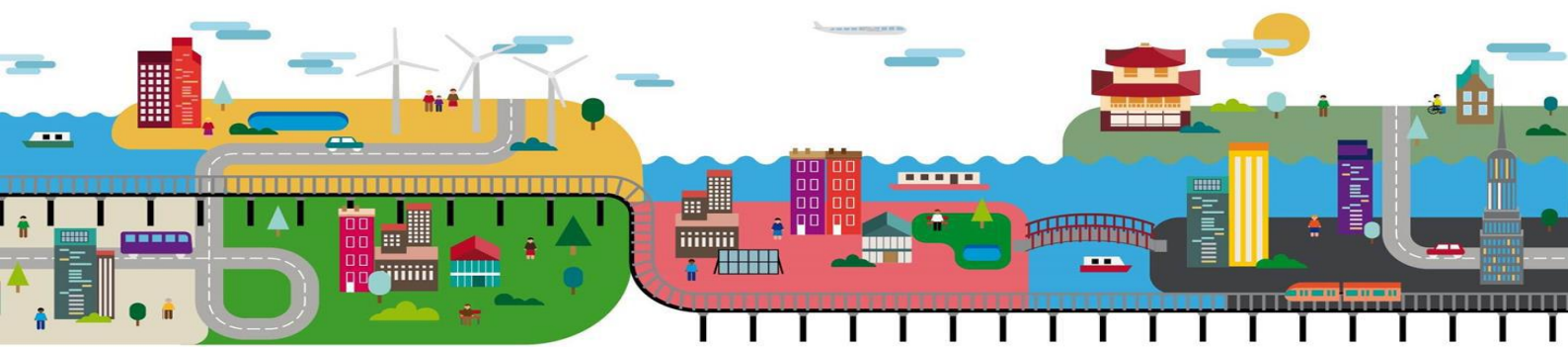


1.3	When will the selected cities begin their work as pairs?	<i>Indicatively the first pairings will kick off their activities in mid-2018, for the most part. The precise timing of implementing the programme varies across the different regions and countries, which also have different application timings.</i>
1.4	When is the Local Action Plan expected to be drafted and to start being implemented?	<i>Local Action Plans should be drafted within the 18 months of cooperation. The identification of the pilot projects to be carried out should also take place within this timeframe. Where possible the identified pilots should be kicked off by the partnership within the timeframe of the cooperation. A engagement plan and/or a business plan could be developed for the actions.</i>
1.5	How broad or narrow are the topic(s) and mandate of the Local Action Plan expected to be?	<p><i>The topics of the cooperation should be selected jointly by the cities taking part in the pairings. There is no limit or restriction to the fields of cooperation, granted that they relate to sustainable urban development. A series of exemplary fields for cooperation have been listed in the application form:</i></p> <ul style="list-style-type: none"> • <i>Social inclusion and gender equality;</i> • <i>Education, jobs and skills;</i> • <i>Sustainable production/consumption;</i> • <i>Healthy cities;</i> • <i>Smart cities and regional / urban innovation and competitiveness;</i> • <i>Safe, inclusive urban development;</i> • <i>Housing;</i> • <i>Sustainable use of land and nature-based solutions;</i> • <i>Urban mobility; Inclusive and sustainable economic growth;</i> • <i>Integrated urban-rural development;</i> • <i>Water, waste management and sanitation;</i> • <i>Urban poverty; and</i> • <i>Circular economy.</i>
1.6	How many pilot projects is each city expected to implement/initiate several during the duration of the pairing programme?	<p><i>There is no specific target, but it is expected that at least 1 pilot project could be initiated during the programme.</i></p> <p><i>The pilot projects outlined in the Local Action Plan are not necessarily meant to be realised within the 18 months of IUC-funded cooperation, but should at least start their implementation in this timeframe and then be fully-implemented within the following 1-3 years. One of our objectives is to show real impacts resulting directly from the pairings.</i></p>
1.7	What would be considered an “economically-viable” pilot project in the IUC programme?	<i>By “economically-viable” we mean those actions that can be financed – the IUC programme does not supply funding of these pilot projects – and rolled out within a period of 1-3 years from the beginning of the pairing. In this respect, the development of a business plan is recommended.</i>



2 Budgetary

	Question	Answer
2.1	Which costs are covered by the program?	<i>The programme can cover certain incidental costs (e.g. travel or accommodation costs) related to the implementation of the exchange aspects of the city-to-city cooperation, but only during the duration of the pairing (i.e. 18 months). All other resources (staff capacity, per diems, salaries, expertise, cooperation with other sector, co-funding, etc.) will <u>not</u> be covered and will have to be provided or found themselves by the cities involved in the pairings (e.g. through cooperation with private sector actors, financial institutions, community organizations, external funds, etc.).</i>
2.2	Is there a set budget for city pairings?	<i>No, though there is of course an overall budget planned. However, the budgets are assigned to specific activities carried out by the city-pairings. Ultimately the budget depend on a variety of factors, such as which regions are involved (e.g. varying travel costs) and the nature of the activities being conducted within each pairing.</i>
2.3	Does the IUC give out grants to cities or other stakeholders?	<i>No. As mentioned above, the IUC does not fund projects at all, even those being planned within the Local Action Plans being developed as part of the IUC programme.</i>



3 Eligibility and calls for submissions

Question	Answer
3.1 Are there size limitations for cities applying?	Yes, and at the moment applicant cities from all regions, including the EU28, should have at least 100,000 inhabitants.
3.2 Will applications be accepted from regional/provincial authorities?	No, at this time, we are only accepting applications from cities, not provinces or regions. Otherwise, sub-national governments, such as regions and provinces, are invited to support cities applying, but they will not be considered eligible applicants themselves. Regions wishing to engage in sustainable development are invited to apply for the inter-regional cooperation on innovation for local and regional development programme. Groups of municipalities will also be eligible to apply, but only if their total population still exceeds 100,000 inhabitants and a clear administrative contact has been identified and provided, as well as the commitment of the others concerned.
3.3 Can groups of (small) towns apply together in a joint application?	Yes, as long as a clear administrative contact has been identified and provided within the application to officially represent the consortium of municipalities. It is not necessary that the consortium be a formal, legal body – it is sufficient to have a formal agreement providing the group's administrative contact.
3.4 When are calls open for EU cities to pair with global regions?	The first call for EU cities closed in September 2017. A second round for EU cities was announced in early February 2018 , open for one month. At the moment, this is the final call planned for EU submissions to this IUC programme.
3.5 Is there a possibility to expand the countries involved in city pairings?	At the moment, no. Currently the programme is limited only to cities from the following countries outside the EU28: <ul style="list-style-type: none"> • Argentina • Brazil • Chile * • China * • Colombia • Canada • India * • Japan * • Mexico • Peru * • United States of America * <p>* The current call from February 2018 is only open for pairings with cities from certain countries.</p>
3.6 Is there a list accessible with available cities and their interests, challenges, etc.?	No. Other than the fact that many regions have not yet opened up their calls for applications, the selection process will be handled internally. IUC will match your city with an appropriate one from another region. That said, at the current moment, a few cities have already been selected and can be disclosed for China and India, though it



	<p>should be pointed out that more (still-unselected) cities from these and other countries will also be available for pairing soon.</p> <ul style="list-style-type: none"> • China: Kunming, Yunnan; Liuzhou, Guangxi; Haikou, Hainan; Weinan, Shaanxi; Yantai, Shandong • India: South Delhi Municipal Corporation (SDMC); Gwalior; Vjjayawada; Udaipur.
<p>3.7 Is it possible for cities which have already been paired in this IUC programme to apply again?</p>	<p><i>In principle, yes. Previous applicant cities may apply again for selection, as long as it is in a call from a different year (i.e. cities paired in the first round of 2017 were not eligible for the second one in 2018, but paired cities from either either 2017 call may apply now in 2018 as well).</i></p> <p><i>However, it must be emphasised that new applicant cities will be privileged over those already paired in the IUC, which would look to already-paired cities only if there are insufficient appropriate candidates found among new applicants.</i></p> <p><i>Furthermore, any city still wishing to apply for a second pairing should give a strong demonstration of administrative capacity to be able to handle simultaneous pairings. Additionally, it would be preferable for repeat-applicants to aim for new topics not covered in their current pairing and work with new countries/regions.</i></p>
<p>3.8 Are cities which have already applied, but not (yet) been paired in the IUC programme, still allowed to apply again?</p>	<p><i>In general, yes. Those applicants which submitted applications, but were not successfully selected are encouraged to apply again, perhaps looking into their own submission to improve it.</i></p> <p><i>For those cities which have been informed of their reserve list status in 2017, but are still waiting to be paired, it is not necessary to apply again, since your 2017 submission is still considered valid. However, if you prefer to change the content, priority themes, preferred countries, etc. then we suggest you contact us to determine any need for a new application.</i></p>



4 Application process

Question	Answer
4.1 Which are the steps for EU cities applying for the city-to-city programme?	<p>1) Check your eligibility.</p> <p>2) Fill in the application form. It includes requests for brief explanations on your city's sustainable urban development interests, any project/action ideas that you have started developing and what capacity you would foresee to be able to commit for their development. It also includes questions related to your city's previous experiences on sustainable urban development (e.g. in programmes such as URBACT).</p> <p>3) Cities will be notified if they have been selected or not.</p> <p>4) If your city has been successfully selected, your city and your selected city-pair will initiate work together to develop Local Action Plans to implement measures in the field(s) you chose in your applications for at least 18 months.</p>
4.2 Is preference given to pair together cities which already have established a previous working relationship?	<p>Not necessarily. While IUC would like to build upon cities' existing connections, such as sister cities, one of our key goals is to bring in added-value that would not have occurred otherwise. We do not plan to exclude already-established connections by any means (so you may freely apply with a preference for a sister city or previous partner), but it is important to our programme that pairings are not simply duplicating efforts already done or planned to be done anyway.</p> <p>In the application form, there is space to clarify your previous city pairings and relate them to how you envision our IUC programme can facilitate sustainable urban development. You should make it clear in your submission how exactly added value would be created if you prefer to work with a sister city or partner.</p> <p>Nonetheless, you should still remain open to the possibility of pairing with totally new cities, if your city is selected at all, since there are of course many benefits to be gained from exchanges with new colleagues as well.</p>
4.3 If a city indicates a preferred city, country or region in its application, does this mean their preference will get fulfilled?	<p>Not necessarily. Though the selection process aims to accommodate submitted preferences, it is not possible that all cities will get what they want. For the selection process, it is much more important that selected city-pairs match each other in terms of sustainable urban development plans, mutual challenges, similar characteristics, etc. Only after such criteria, will preferences enter the selection process.</p>
4.4 Is energy still a relevant theme for the IUC programme?	<p>Yes, absolutely. Despite not being explicitly mentioned, it is still one of the 12 priority themes under SDGs and Urban Agendas, and therefore is a valid topic on which to cooperate.</p>
4.5 Should the "team leader" be a political or a technical representative?	<p>The team leader should be in charge of the cooperation with the paired city. It is up to the city itself to decide who should take this role. The team leader should ideally have a solid track-record of experience in international cooperation and should be able to act as a delegate for decision-making on the activities of the project.</p>



4.6	Should "team members" be only municipal staff only, or also stakeholders involved in the Local Action Plan?	<i>The make-up of your team should be relevant to your own context and the activities you plan. In some cases, only municipal members are needed, while in others, the inclusion of stakeholders from other relevant sectors would be needed to facilitate activities. Similarly, the size of the team is likewise up to you. Whoever you deem important to include will benefit from the activities (e.g. capacity-building) and those limited costs actually covered by the programme (see question 2.1).</i>
4.7	Are formally-planned, but not yet begun, actions to be considered as valid measures within the IUC programme?	<i>Yes, those actions based on a official decision and/or strategy, but whose implementation has not yet started, would be valid. The development of the action in cooperation within the pairing will allow for additional opportunities for knowledge-sharing and inspirations between the cities. The important point is that implementation has yet to begin.</i>
4.8	What is the "common methodology " which ought to be followed while crafting the Local Action Plan?	<i>An adapted methodology for the implementation of the Local Action Plans will be developed by the programme, based on the URBACT methodology and experience. Guideline documents, like the URBACT III Guide - Applying the Results Framework to Integrated Action Plans (2016) are available at the URBACT website (urbact.eu).</i>
4.9	What is meant by the application's question about "proposed actions/measure s/ideas"?	<i>If you already have a plan or a specific action in mind that you wish to implement in a sustainable urban development field of your choice, you can briefly explain it. It might be a specific type of exchange activity or engagement plan, or even a concrete action to be integrated into the (still-to-be-developed) Local Action Plan.</i>
4.10	What is the impact of previous involvement in EU sustainable urban development initiatives on the evaluation of submissions?	<i>High. The IUC is part of a long-term strategy by the European Union to foster sustainable urban development in cooperation with both the public and private sectors, with the aim to foster better ways to plan, finance, develop, govern and manage cities, and support the New Urban Agenda decided in Quito.</i>
4.11	Should a city's best practices, experiences and partnerships from the past agree with the (new) areas of interest to which a city applies?	<i>Not necessarily. The idea of these questions is just to establish if the city applying already has a track record in cooperating successfully with other stakeholders – regardless of the specific field. The same applies for the best practices to be shared. The programme is interested to collect and share as many good practices as possible.</i>

