Open call – NetZeroCities

Pilot Cities Programme

Call Form Template

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**netzerocities.eu**

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# Pilot City application details

**All character limitations INCLUDE spaces in the total count!!!**

**Please make sure to respect that count for each relevant section.**

**Please note: In order to unlock the remaining tabs/sections of the Plaza system you will need to complete and then *‘Check and Save’* this first tab.**

Please enter the following information into the ***0. Start Here*** tab in Plaza.

|  |  |
| --- | --- |
| **Project title**  |  |
| **Project Acronym** *Please insert a short acronym for your proposed Pilot City project.* |  |
| **Subgrant allocation request***500,000-600,000 EUR: proposals with a minimum of one city/district plus at least one additional consortium partner (NB: the additional consortium partner may be a city/district).**1,000,000 EUR: proposals with a minimum of two cities/districts, plus any additional consortium partners.**1,500,000 EUR: proposals with a minimum of three cities/districts plus any additional consortium partners.* |  |
| **Project Start / End Date***Please note: the start and end dates for the Pilot Cities Programme (Cohort 2) 2023 are fixed.* | 1 May 2024 to 30 April 2026 (fixed) |
| **Generated Proposal ID***Auto-generated by the system.* |  |

*(Press ‘Check and Save’ to* ***unlock the other proposal form tabs****)*

# Consortium (and Contacts)

|  |  |
| --- | --- |
| **Lead Partner** *Please note: the consortium Lead Partner must be a Mission City. As per the Call Guidelines, one of the Mission Cities will have to be designated as the consortium leader for all administrative and process-related purposes.* |  |
| **Project Leader (Person name)***Please identify the proposal Lead. This person must be drawn from the consortium Lead Partner.* |  |
| **Email Project Leader***Auto-filled by the system* |  |

### Consortium Partners & Roles

*Please add consortium partners to the adjacent table. The consortium Lead Partner will already appear in the list. Please ensure to add a role for each consortium partner, using the edit and save buttons.*

*The consortium must contain at least two partnering organisations, one of which must be the city/ city administration within the specified district, and any others must be separate independent legal entity/ies. Please identify consortium members and their role(s). Note: due diligence will be undertaken post-selection to establish legal entities, as/where required.*

*NB: Only one application may be submitted by an eligible city /district (and in the case of multi-city applications, each city/district may appear in only one application). There shall be no territorial authority double-funding; therefore, a higher level of administration should not appear in a separate application to that of a constituent, lower-level administration (e.g. district).*

|  |  |
| --- | --- |
| *Consortium organisation name* | *Role in Pilot Activities*  |
|  |  |
|  |  |

### Multi- City Application?

|  |
| --- |
| Is this a multi-city application? |
| Please use the Yes/No options to indicate if there are multiple Mission Cities present in your proposal. | [ ]  Yes[ ]  No |
| Multi-city application rationale (2500 characters):*Please provide a brief rationale for to understand why these specific cities will be working together.* |
|  |

### City department engagement

|  |
| --- |
| City department (or equivalent) engagement (max 2500 characters) |
| *Please list participating city departments (or equivalent) committed to and relevant for the implementation of pilot activities.* |
|  |

### Stakeholders

|  |
| --- |
| Stakeholders (max 2500 characters) |
| *Please list engaged/to be engaged stakeholders for the implementation of your proposed pilot activities.* |
|  |

### Letter(s) of Support

*(max 25Mb,* ***PDF or ZIP format only****)*

*Please secure and upload a letter of support from the city mayor (or equivalent) and/or any city official mandated to sign on the city/mayor/city council’s behalf, for the NZC Pilot City Programme.*

*In the case of a multi-city application, please provide a letter of support for each participating city/district, in a .zip file. A template for this letter of support can be found as part of the application pack.*

*You can find a pro forma Letter of Support which you will receive in the application pack.*

### Assign Co Editors

*Use the table to add co-editors for your proposal. Please note that, in order to add co-editors from consortium partner organisations, they must first be registered with the system, and the organisation they are registered to must be listed in the Consortium Partners table above.*

*Tip: If you’re unable to find a registered collaborator/colleague, try typing the surname first – and a few letters at a time, to show up options in the list.*

|  |  |
| --- | --- |
| *First name*  | *Last name*  |
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#

# Project Overview

### Pilot City overview and alignment

|  |
| --- |
| Pilot City Summary (max 2500 characters) |
| *Please briefly outline the issues you aim to address, and how. This will be used publicly to profile and describe the submissions received under this Call.* |
|   |

### Pilot activities align and link to the NZC Pilot Cities Programme’s eligible activities

*Please identify where your pilot activities align and link to the NZC pilot cities programme’s eligible activities and provide a brief description of the alignment and links.*

|  |
| --- |
| Deploying technology, product, process, service, solution, policy, governance model |
| Pioneering activities to support climate-neutrality, including the deployment of innovative (new or improved) technology, product, process, service, solution, policy, or governance model at city level, explored in a cross-sectoral and systemic manner. | [ ]  Yes[ ]  No |
| *Please describe link:* |

|  |
| --- |
| Strengthening cities’ use of scientific research *(max 2500 characters)* |
| Systemic, science-based innovative initiatives that strengthen cities’ use of scientific research and ensure translation of research results into policy actions, to accelerate climate neutrality in the sectors/domains of water, food, energy, industry, housing and deep building retrofitting, transport, and mobility through the levers of green technology (i.e. digitalisation), behavioural/lifestyle change, social innovation, culture, policy and regulation, finance, and new business models (e.g., circular economy). These innovations shall account for co-benefits (e.g., health promotion) and the "Do No Significant Harm” (DNSH) principle. | [ ]  Yes[ ]  No |
| *Please describe link:* |

|  |
| --- |
| Establishing new knowledge, building capacity and capabilities *(2500 characters)* |
| Activities to support climate-neutrality to establish new knowledge and build capacity and capabilities of city government and associated local actors through training, workshops, and other forms of learning. | [ ]  Yes[ ]  No |
| *Please describe link:* |

|  |
| --- |
| Building more collaborative communities *(2500 characters)* |
| Activities aiming to build more collaborative communities, to advance new governance models at city level, and to engage citizens (including vulnerable/marginalised groups) and enable them to act on climate change in a systemic and cross-sectoral manner. | [ ]  Yes[ ]  No |
| *Please describe link:* |

### EU Dimension and complementary activities

|  |
| --- |
| EU, national, regional policy alignment *(2500 characters)* |
| *Please briefly outline how the pilot activities connect, align with, and are complementary to, ambitious EU, national and/or regional policy and strategy; such as the EGD, the Climate Pact, the New European Bauhaus and the Horizon Europe climate-neutral cities Mission.* |
|  |

|  |
| --- |
| Transferability *(5000 characters)* |
| *Please describe the potential relevance and transferability of your pilot activities beyond your own city’s context (i.e. to other cities in Europe). Please note this information will not be assessed however it will be used in the matchmaking process for the City Learning Programme.* |
|  |

|  |
| --- |
| Current/past pilot-complementary activities *(5000 characters)* |
| *Please provide a brief overview and review of current/past activities related to the pilot activities proposal (including R&I actions and outcomes), including learnings and insights drawn from these experiences. In the event that no activities have been undertaken to date, please specify this.* |
|  |

# Mandate to Act

### Pilot mandate to act

|  |
| --- |
| Political support and endorsement *(2500 characters)* |
| *Please describe how the ambition is politically supported and endorsed, including the nature and strength of the support. (You may refer to published, online documentation via link(s) accordingly)* |
|  |

|  |
| --- |
| Overarching vision for carbon neutrality *(2500 characters)* |
| *Please describe how the pilot activities connect to the city's overarching vision for carbon neutrality, and related strategies, operational plans, and other activities. (You may refer to published, online documentation via link(s) accordingly)* |
|  |

|  |
| --- |
| Connection to city budgeting and financing *(5000 characters)* |
| *Please outline how the pilot activities connect to city budgeting and financing.* |
|  |

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| --- |
| Complementary city programming *(5000 characters)* |
| *Please outline how the pilot activities connect to complementary city programming activities, i.e. the multi-annual financial perspective for the city, linked with an investment plan* |
|  |

### Understanding the problem(s)

|  |
| --- |
| Pilot activities: emissions domain(s) |
| *Please identify the relevant emissions domains that your pilot activities will focus on, from the pick list provided.* |
| 1. [ ]  Consumption of electricity generated for buildings, facilities, and infrastructure
2. [ ]  Consumption of non-electricity energy for thermal uses in buildings and facilities (e.g., heating, cooking, etc.)
3. [ ]  All vehicles and transport (mobile energy)
4. [ ]  Industrial process emissions
5. [ ]  Multi-sector waste management and disposal
6. [ ]  Land use (including agriculture, forestry, and other land uses)
 |

|  |
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| Pilot activities: emissions domain(s) in relation to city's carbon neutrality *(5000 characters)* |
| *Please outline the emissions domains the pilot activities will focus on, and the importance of this/these to the city's carbon neutrality ambition, and how these emissions are currently being calculated or measured, if applicable* |
|  |

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| --- |
| High-level assessment of progress in decarbonisation *(5000 characters)* |
| *Please provide a high-level assessment of where the city is on the journey to decarbonisation in this/these emissions domain(s).* |
|  |

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| Barriers and challenges to be addressed via pilot activities *(5000 characters)* |
| *Please describe what barriers /challenges you have identified to be addressed via the pilot activities, in the concerned emissions domain(s)* |
|  |

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| --- |
| Barriers and opportunity for systemic approach *(5000 characters)* |
| *Please describe how you envisage addressing these particular barriers will provide an opportunity for a systemic approach, and systemic change?* |
|  |

### Orienting to systemic solution(s)

|  |
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| Pilot activities: Levers of/for change |
| *Please identify the relevant levers of/for change that your pilot activities will exploit, from the pick list provided.* |
| 1. [ ]  Technology / infrastructure2. [ ]  Social innovation3. [ ]  Finance and Funding4. [ ]  Governance and policy5. [ ]  Democracy and Participation6. [ ]  Learning and Capabilities7. [ ]  Data and Digitalisation8. [ ]  Procurement |

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| Pilot activities: Levers of/for change and important for carbon neutrality ambition *(2500 characters)* |
| *Please outline the potential levers (of/for change) the pilot activities will focus on and the importance of these to the city's carbon neutrality ambition.* |
|  |

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| --- |
| Anticipated interaction of, and entry points for, identified leaver(s) *(5000 characters)* |
| *Please describe how the identified lever(s) (of/for change) is/are anticipated to interact (i.e. where and how, practically, the levers will be used in the two-year programme), and the entry point(s) the pilot activities will target.* |
|  |

# Capacity to Act

### Collaboration and engagement

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| --- |
| Stakeholders *(2500 characters)* |
| *Please outline stakeholders that you intend to work with (and how you have, or will, select them). Please include reasons why, their roles, timing, and how you are going to work with them.* |
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| Impact on citizens *(2500 characters)* |
| *How do you envisage the pilot activities will ultimately be beneficial for citizens, whether direct or indirect?* |
|  |

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| Citizen participation *(2500 characters)* |
| *Where do you plan to directly engage citizens in the activities (i.e. design and/or implementation), if relevant/applicable? If not applicable/relevant, please explain why.* |
|  |

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| Citizen engagement *(2500 characters)* |
| *How will you engage citizens in the narrative and purpose of these climate actions, to foster collective understanding?* |
|  |

### Cross-cutting considerations

|  |
| --- |
| Cross-cutting considerations (relate) *(2500 characters)* |
| *In what way do your proposed pilot activities relate to issues and/or opportunities of diversity, inclusion, gender dimension, accessibility, and/or a just transition?* |
|  |

|  |
| --- |
| Cross-cutting considerations (approach) *(2500 characters)* |
| *How will you approach and cater to these considerations and potential impacts/effects (indirect or otherwise) during the implementation of pilot activities, and ensure pilot activities align with the Do No Significant Harm (DNSH) principle?* |
|  |

### Capacity and capability

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| --- |
| Coordination and management *(5000 characters)* |
| *Please outline how the city intends to coordinate and manage the programme, including relevant resource / deployment plans across the city administration, and, where relevant, specific roles, profiles, and expertise.* |
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| Learning plan *(5000 characters)* |
| *What approach will the city take to assess capability and capacity needs to deliver the pilot activities and more broadly to support and capitalise on learning and development for city / systems transformation.* |
|  |

### Soundness of work plan

the Work Packages, Deliverables, and Activities tables are all interdependent, starting with Work Packages, to which you associate Deliverables, that have Activities undertaken to deliver them.

An activity can only be associated to a Deliverable, and a Deliverable associated to a Work Package. Think of it like a pyramid, with Work Packages at the foundation, and Activities at the top: you can only remove a Work Package (foundation brick) if it does not (any longer) have Deliverables associated to it, and likewise you can only remove a Deliverable if it does not (any longer) have any Activities associated to it.

Building your Work Plan:

* First add Work Packages (foundations)
* Then add Deliverables to work packages (substantive things that will be delivered/achieved via the given work packages)
* Then identify the Activities that will be undertaken to execute against and achieve the Deliverables.

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| Work Packages (name) | Work Package Description (max 5000 characters) |
|  |  |
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**Deliverables**: *in the Pilot Cities Programme, "Deliverables" refer to substantive delivery milestones, achievements, or outputs that achieve the overall intentions of the Work Package to which they are associated. They do not necessarily refer to physical documents or assets that would need to be submitted in a reporting capacity - though they might still be in this mode, if appropriate. When reporting, any relevant documents, assets, etc. created through the work can be submitted to support reporting.*

|  |  |  |  |
| --- | --- | --- | --- |
| Deliverables |  |  |  |
| Deliverable Title  | **Deliverable Description (Max 500 characters)** | **Start Date** | **End date** | **Link to Work Package (# / name) (related WP)** |
|  |  |  |  |  |
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**Activities:** in the Pilot Cities Programme, "Activities" refer to actions undertaken that executive against and achieve the Deliverables specified under the Work Package. Essentially, these are the "Tasks", or what you will do aspects of the work plan.

|  |  |  |  |
| --- | --- | --- | --- |
| Activities |  |  |  |
| Activity Name | **Activity Description** | **Start Date** | **End date** | **Link to Deliverable (# / name)** |
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| Financial plan for implementing the pilot (in budget and over the two-year grant timeframe) *(5000 characters)* |
| *Please outline how you will ensure the implementation of the pilot activities in budget and to the two-year grant timeframe. This refers to ensuring the financial viability of the activities, and a plan for monitoring and adjusting implementation over the course of the grant period.**If/where the pilot activities described constitute a part or parts of a larger city project/intervention, please outline how will you finance the activities that are beyond the scope of those included in this proposal, upon which the latter are dependent.* |
|  |

# Impact

### Pilot activities' (learning / reflexive) governance

|  |
| --- |
| Reflexive governance (model) *(5000 characters)* |
| *Please describe the governance model for the pilot activities, including who is expected to participate and how, and how the model will ensure accountability, transparency, and diversity of participants.* |
|  |

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| --- |
| Governance for learning *(5000 characters)* |
| *Please outline how the proposed governance model includes feedback and iterative learning processes (i.e. Sensemaking), to inform the development of the pilot activities and their intended implementation and impact.* |
|  |

### Pilot activities’ outcomes and direct/indirect impact

*Please upload your MEL and Impact Framework template to the field provided in the system*

*(max 5Mb, pdf,doc,docx,odt format)*

### Pilot activities’ scalability, replication

|  |
| --- |
| Pilot activities and impact scalability *(2500 characters)* |
| *How can the pilot activities be expanded? And what is the potential impact (upon emissions), at scale and over time?* |
|  |

|  |
| --- |
| Learning for transferability and/or replication *(2500 characters)* |
| *How do you intend to approach both capturing and disseminating learning with a view to supporting transferability and/or replication across EU cities?* |
|  |

### Risks and risk management

|  |  |  |
| --- | --- | --- |
|  |  | Risks and risk management |
| *Please use the table to outline foreseen risks and mitigation strategies. Where applicable, please indicate in the description any specific/group of Activity(ies) or Deliverable(s) to which the risk might be related. +Please add at least one Risk Type to this activity* |
| Risk Category  | Risk Title  | Risk Likelihood  | Risk Impact | Risk Description (500 characters)  | Risk Mitigation (500 characters)) |
| [ ] External (e.g technological, business)[ ] Strategic [ ] Operational [ ] Legal [ ] Financial [ ] Governance &Management [ ] Other  |  | 1. Very
2. Low
3. Moderate
4. High
5. Very High
 | 1. Very
2. Low
3. Moderate
4. High
5. Very High
 |  |  |

# Keywords

### Keywords for european commission

Self-defined Keywords (max 5)

Please enter up to five key words / short phrases (try to keep to max 2-3 words, if not 1) that summarise the intention and ambition of your pilot activities.

#

# Budget

A budget template has been provided in the application pack. We recommend using this to collect and model consortium budgets and budget information.

When you are ready to submit your final budget **into the Plaza submission system**, please use the table/functionality provided for you to enter the budget line by line.

There are useful viewing tables - similar to the ones in the budget template - that you can use to track the budget as it is input and develops.

# Declarations

**Alignment to NZC Pilot Cities Programme eligible activities**

Declaration of pilot activities’ alignment to the Pilot Cities Programme Call’s eligible activities

[ ]  Yes

[ ]  No

**City Learning Programme**

Declaration of participation in the City Learning Programme (Twin cities)

[ ]  Yes

[ ]  No

**Other EU funded programmes / calls**

I hereby declare that funding requested through this NZC Pilot Cities programme application does not result in the double-funding of existing, EU funded activities.

[ ]  Yes

[ ]  No

**(Optional)** *Please identify any other EU funded programmes/Calls you either have or intend to apply to in the area of the outlined pilot activities as stated here (similar proposal). Please specify any overlaps and complementarities – these may become important in the definition and finalisation of any future grant agreement.*

|  |
| --- |
| EU funded programmes/calls – overlaps and complementarities |
|  |