



EDUCATING CITIES AWARD

for best practices in

INCLUSION AND THE DEMOCRATISATION OF CULTURE

.....

Terms and Conditions of Participation
2020 EDITION

October 2019

TABLE OF CONTENTS

INTRODUCTION	3
DESCRIPTION	4
PARTICIPANTS	4
APPRAISAL CRITERIA	5
FORMALITIES	6
JURY	7
OBLIGATIONS OF AWARD-WINNING CITIES	8
CALENDAR	8
APPLICATION FORM	9

INTRODUCTION

The Educating Cities Award **sets out to recognise and give international visibility to the work that Educating Cities carry out, as well as to highlight best practices that can be a source of inspiration for other cities in the construction of more educating environments.**

The Award will be given to **three innovative experiences from three different member cities, which are included within the theme: “Inclusion and Democratisation of Culture”.**

The UNESCO Universal Declaration on Cultural Diversity (2001), on which the Charter of Educating Cities is based, defines culture as: “the set of distinctive spiritual, material, intellectual and emotional features of society or a social group, and that it encompasses, in addition to art and literature, lifestyles, ways of living together, value systems, traditions and beliefs”. (Preamble).

Meanwhile, Principle 2 of the Charter of Educating Cities states: “The city ... will foster freedom of expression, cultural diversity and dialogue in equal conditions. It will also avail itself of both avant-garde initiatives and those of popular culture, no matter what their origin. It will contribute to correcting inequalities that arise from cultural production based solely on mercantile criteria”.

With this as a reference, this third edition sets out to emphasise best practices that promote access to culture, and the contribution and engagement of all citizens and, in particular, of the most vulnerable groups, in the cultural life of the city as a way of inclusion and fostering a feeling of belonging and good coexistence. What’s more, it aims to encourage best practices that help promote cultural diversity as a source of innovation and personal, social and economic development.

Below are the terms and conditions of the third edition of the Award. We encourage all member cities that meet the requirements to submit an application.

DESCRIPTION

The Award, which is given out every two years, is the highest recognition of the International Association of Educating Cities to three successful innovative experiences from three different cities with measurable results of their impact on improving the living conditions of citizens, in keeping with the principles of the Charter of Educating Cities.

The Award will consist of a diploma that will be awarded during the 16th International Congress. The three cities with standout projects will have a space at a plenary session of the Congress to present their respective experiences. What's more, all their registration, travel and accommodation expenses in the host city of the Congress will be covered.

The three award-winning best practices will be widely publicised via the Association's communication channels and may be included in IAEC publications. Meanwhile, the experiences will be promoted as model initiatives among Educating Cities, thereby raising awareness of them.

PARTICIPANTS

- Interested IAEC member cities that are up to date with the payment of fees
- Excluded from participation are the cities that make up the Jury, the host city of the 16th Congress and the winning cities of the 2018 edition.
- One city may submit a maximum of two experiences at a time.

APPRAISAL CRITERIA

- The experiences should feature within the theme “Inclusion and Democratisation of Culture”, focused on the following cornerstones:
 1. Democratising cultural facilities as learning spaces open to all citizens.
 2. Fostering the contribution and engagement of all people, and especially the most vulnerable groups, in the cultural life of the city as a way of inclusion and reinforcement of the feeling of belonging.
 3. Encouraging cultural diversity and the exchange between cultures present in the same territory, with a view to fostering good coexistence.
 4. Underlining creativity and cultural innovation as a factor of the personal and socioeconomic development of cities.
- To have been underway for a minimum of two years, thereby proving a positive impact on the city.
- To contribute innovation.
- To explain the educating aspect, i.e. the educating intention of the experience.
- To be driven by local government, but those developed jointly with the community and mobilising various local players, will be particularly valued.
- To be developed with the involvement of various municipal departments.
- To be fully or partially transferable.

FORMALITIES

- The IAEC Secretariat will be in charge of inviting members cities to participate, receiving the applications, sending them to the jury members and publicising the award-winning experiences.
- All member cities will receive the terms and conditions of the Award (with the participation criteria and the application form), which will also be available on the IAEC website.
- The experiences must be submitted using the application form.
- Applications must be accompanied by a letter from the Mayor of the city supporting the presentation.
- The application dossier (application form + letter from the Mayor) will be sent to the Secretariat by email (**bidce@bcn.cat**) in the three official languages of the IAEC (English, Spanish and French).
- Experiences may also be accompanied by complementary material, such as videos, dossiers, photographs, etc.
- The IAEC Secretariat will confirm receipt of the original material by email. Candidate cities are responsible for making sure that the Secretariat receives their application(s).
- The Secretariat will publish the list of experiences received on the IAEC website.
- Applications outside the theme of the Award will be discarded, as will those that arrive after the stipulated deadline.
- The Secretariat may contact the candidate cities to request further information on a certain aspect of the experience, if deemed necessary.
- The IAEC Secretariat reserves the right not to return the submitted documents.
- To facilitate the presentation of the successful experiences at the award ceremony, the winning cities will have registration, travel (flight in economy class) and accommodation expenses covered in the host city (one person per city).
- In the event of force majeure, the IAEC Executive Committee reserves the right to change the place and date of the award ceremony.
- The presentation of applications and participation in the Award implies the full acceptance of the terms and conditions, as well as any rights and obligations which may arise.
- Finalists and award-winning experiences will be published on the IAEC website.

JURY

- The jury will be formed by representatives from three member cities of the IAEC Executive Committee, two academics and one UCLG representative.
- It will be chaired by one of the cities of the Executive Committee, which will be responsible for heading the appraisal meeting.
- The IAEC Secretary General or the person appointed by the jury will act as secretary of the jury, who will be responsible for convening the jury meeting, taking minutes and informing the winning cities. The Secretary General or the person appointed will take part in the process with the right to speak but not to vote.
- Executive Committee cities which are members of the Jury are excluded from submission of applications.
- The jury will vote with the presence of at least five members.
- The jury reserves the right not to hand out the Award if none of the applications meet the criteria.
- The IAEC also reserves the right to change the line-up of the jury in the event of illness, absence or any reason which makes it impossible for any of its members to attend the meeting.

OBLIGATIONS OF AWARD-WINNING CITIES

- Award-winning cities must send written acceptance of the Award within the deadlines stipulated in the notification of the Award.
- Acceptance of the Award implies participation in the Congress for its collection and the presentation of the winning experience by the Mayor or appointed representative.
- Award-winning cities will have to produce a short video (of three to five minutes) summarising the experience for its presentation at the award ceremony and its publication on the IAEC website.
- They must also publicise receipt of the Award on a local level.
- Also, they undertake to share their know-how with other cities in the network, either through bilateral exchanges or study visits.

CALENDAR

- Deadline for sending applications: **2 December 2019.**
- Communication of the jury's final decision to participating cities: June 2020.
- Award ceremony: October 2020, as part of the 16th International Congress to be held in Katowice, Poland.

APPLICATION FORM

Editable version of the application form available for download **here**
or you may also request the form to the IAEC Secretariat (**bidce@bcn.cat**)



APPLICATION FORM

2020 EDUCATING CITIES AWARD

INCLUSION AND THE DEMOCRATISATION OF CULTURE

Title of experience in original language	
Title in English	
City	
Country	

Start year	
End year	

Target age groups of the experience:					
<input type="checkbox"/>	0-3	<input type="checkbox"/>	13-18	<input type="checkbox"/>	41-65
<input type="checkbox"/>	4 – 6	<input type="checkbox"/>	19-25	<input type="checkbox"/>	+ 65
<input type="checkbox"/>	7-12	<input type="checkbox"/>	26-40	<input type="checkbox"/>	All

Which cornerstone of the theme ‘Inclusion and Democratisation of Culture’ does it encompass? (choose one only):	
<input type="checkbox"/>	CORNERSTONE 1. Democratising cultural facilities as learning spaces open to all citizens.
<input type="checkbox"/>	CORNERSTONE 2. Fostering the contribution and engagement of all people, and especially the most vulnerable groups, in the cultural life of the city as a way of inclusion and reinforcement of the feeling of belonging.
<input type="checkbox"/>	CORNERSTONE 3. Encouraging cultural diversity and the exchange between cultures present in the same territory, with a view to fostering good coexistence.
<input type="checkbox"/>	CORNERSTONE 4. Underlining creativity and cultural innovation as a factor of the personal and socioeconomic development of cities.

Justification (situation that triggered this experience) <i>Maximum length: 1,000 characters, including spaces</i>

Summary (brief explanation of the key ideas)
Maximum length: 1,000 characters, including spaces

Educating aspect (explain the educating intention of the experience)
Maximum length: 1,000 characters, including spaces

Is this experience inspired by another? In what sense is this experience innovative?
Maximum length: 1,000 characters, including spaces

Goals (specific)
Maximum length: 500 characters, including spaces

Methodology (describe the phases, specific actions and the current status of the experience)
Maximum length: 3,000 characters, including spaces

Departments and entities involved in its development (list the functions)

Maximum length: 2,000 characters, including spaces

Context (brief description of the city: number of inhabitants, population by age groups, main economic sectors, etc. Description of the area(s) where it is applied and the target population).

Maximum length: 2,000 characters, including spaces

Evaluation (changes undertaken in relation to the initial situation)

Maximum length: 1,500 characters, including spaces

Strengths and weaknesses (indicate how you expect to overcome the latter)

Maximum length: 1,500 characters, including spaces

--

Sustainability and future proposals

Maximum length: 2,000 characters, including spaces

--

Website of the experience

--

Complementary documents attached

	Video
	Dossier
	Publications
	Photographs
	Others:

CONTACT DETAILS

(ONE person only. The contact person should be able to provide the required information).

	Mr
	Ms

Name	
Surname	

Organisation or institution	
Name in original language	
Translation into English	

Department and position	
Name in original language	
Translation into English	

Postal address	
Postcode	
City	
Country	

Telephone number	
E-mail	

THE PRESENTATION OF APPLICATIONS AND PARTICIPATION IN THE AWARD IMPLIES THE FULL ACCEPTANCE OF THE TERMS AND CONDITIONS, AS WELL AS ANY RIGHTS AND OBLIGATIONS WHICH MAY ARISE.

Your personal data will be used to manage your participation at the Educating Cities Award. By sending this form you authorise the IAEC to publish the project and the personal data that appears in the form at the IAEC Bank of Experiences.

You may exercise your individual data protections rights (access, correction, erasure, restriction, objection and portability) by sending an email to bidce@bcn.cat in accordance with current Data Protection Regulation