

International Association of
Educating Cities
Association Internationale des
Villes Éducatrices
Asociación Internacional de
Ciudades Educadoras



Educating Cities' Award on Good Practices on Civic Education through Participation

Award Conditions

December 2017



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1. Justification:

With the aim of **recognising and giving international visibility to the work being carried out by the Educating Cities to improve the quality of life of their cities**, the Executive Committee proposed the creation of an Educating Cities' Award, in the framework of the Strategic Plan 2015-2018, approved by the General Assembly (November 2014).

The Award will be granted to **three innovative experiences from three member cities**, which fit within the framework of the theme of “**Civic Education through Participation**”.

We live days in which citizens claim for a more direct involvement in the decisions that affect them. Citizens ask to be heard and that their voices are taken into account. At the same time, urban problems become more and more complex and collective intelligence and involvement are needed to solve them. For all the above, it becomes necessary to open local government decision-making processes to the citizenship and to move to a more deliberative model of democracy. Moreover, citizen participation contributes to renew civic engagement and co-responsibility and fosters the feeling of belonging.

The promotion of an active, critical and co-responsible citizenship is a key objective of the Educating Cities. That is why supporting skills for active participation; education in values and capacity building to promote grassroots movements becomes crucial in building better cities (articles 9 and 18 of the Charter of Educating Cities).

We are pleased to present you the conditions of the second edition of the Association's Award. We encourage all the member cities, which fulfil the requirements, to present their candidature.

2. Nature:

The Educating Cities' Award, which is given every two years, constitutes the maximum recognition of the International Association of Educating Cities for three successful innovative experiences from three different cities, which count on measurable results of their impact on the improvement of the living conditions of the population, in accordance with the principles of the Charter of Educating Cities.

The Award will consist of the obtaining of a diploma that will be granted within the framework of the 15th International Congress. The 3 cities whose projects receive the Award will take center-stage in a plenary session to present their experience and will count on the expenses to cover the registration fees, the travel expenses and the accommodation in the host city of the Congress.



The 3 best practices, which receive the Award, will be widely disseminated through the various channels of communication of the Association and will be included in different publications of the IAEC. Furthermore, the experiences will be promoted as benchmark model initiatives among the educating cities, fostering its wide knowledge.

3. Participants:

- All the member cities of the IAEC, which are up-to-date with the payment of their fees, with the exception of the cities that participate in the Jury, the City of Cascais as venue of the 15th Congress and the awarded cities of the 2016 edition.
- A city will be able to present a maximum of 2 experiences per call.

4. Evaluation criteria:

- The experiences should fit within the framework of the theme : **“Civic Education Through Participation”** , broken down in the following axes:
 - o Axis 1: *Participatory management of public spaces* (participatory design of public spaces, citizen participation in its maintenance and management).
 - o Axis 2: *Participation in the improvement of life in the city* (youth volunteering, elderly people, etc., training and education for participation, promotion of sustainable development, etc.).
 - o Axis 3: *Citizen participation in the detection of needs, identification of problems, in municipal decision-making and evaluation of public policies* (citizen participation channels).
- To have been carried out during a minimum of 2 years, so as to allow a positive impact on the city to be demonstrated.
- Contribute innovation.
- Clearly set out its educational aspect, it is to say, the educational aim of the experience.



- Be boosted by the local government. However, those experiences having been jointly developed with the civil society and mobilizing different local stakeholders.
- To be developed counting on the involvement of different municipal areas.
- Be totally or partially transferable.

5. Formalities:

- The IAEC Secretariat will be responsible for the call for proposals, for receiving the candidatures, for the submission of the bids to the members of the jury, as well as for disseminating the awarded experiences.
- All the member cities will receive the conditions of the call (with the participation criteria and the candidature form) that will also be available in the IAEC portal.
- The experiences should be presented by means of the *basic candidate form*.
- The candidatures must be accompanied by a letter from the Mayor from the city supporting the presentation.
- The Candidacy bid (form and letter from the Mayor) will be sent to the Secretariat by email and regular post in two of the three IAEC official languages (English, Spanish and French).
- Furthermore, the experiences can be accompanied by other supports: video, dossiers, photographs, etc.
- The Secretariat of the IAEC, when the original material has been received, will confirm the reception by email to the city.
- The candidatures that do not fit in with the theme of the Award will be discarded, in the same way as those which are not sent within the deadline stipulated.
- The Secretariat will be able to contact candidate cities to request extra information regarding some aspect of the experience if it is considered necessary.



- The Secretariat of the IAEC reserves the right to not return the documents presented.
- To facilitate the presentation of winning experiences in the Awards Ceremony, the cities awarded will count on the expenses to cover the registration fees, the travel expenses (air ticket in economy class) and the accommodation in the host city of the Congress (1 person for city).
- The presentation and participation in the Award implies the full acceptance of the conditions, as well as the rights and obligations that derive from this.
- The IAEC will disseminate both the finalist and the award winning experiences through the Association website.

6. The Jury:

- It will be made up of 3 representatives from cities of the Executive Committee of the IAEC, 3 experts and 1 representative from UCLG.
- It will be presided by one of the cities of the Executive Committee, which will be charged with running the evaluation meeting and will exercise the decisive vote if this is necessary.
- The Secretary General of the IAEC or the person delegated to do so, will act as the secretary of the Jury, who will be responsible for calling the meeting of the Jury, writing the minutes and informing the winning cities. The Secretary General of the IAEC or the person delegated to do so, will participate in the process with their presence but without a vote.
- The cities of the Executive Committee which participate in the Jury will not be able to present a candidature.
- The Jury will vote with the presence of, at least, five (5) members.
- The Jury has the faculty to declare the Award null if the candidatures do not fulfil the requirements requested.
- The presentation and participation in the Award implies the full acceptance of the Conditions of the Award.
- The IAEC reserves the right to modify the composition of the Jury in case of illness, absence or any other reason that prevents any of their members from attending the meeting.



7. Obligations of the award-winning cities:

- The acceptance of the Award should be communicated in writing within the deadlines established on the award announcement letter.
- The acceptance of the Award implies the participation in the Congress to receive it and the presentation of the winning experience by the Mayor, or a person delegated.
- A short summary video of the experience should be produced of 3-5' for its presentation in the Award-winning Ceremony and its diffusion in the IAEC website.
- Local diffusion should be carried out of the reception of the award.
- A commitment should be made for sharing the know-how with other cities of the network, either by means of bilateral exchanges or study visits.

8. Calendar:

- In December 2017 the call will be sent to all the member cities.
- The cities will have until **March 30th 2018** to submit the candidate bids.
- The members of the Jury will evaluate the experiences: April-June.
- The Jury members will meet in Barcelona in July.
- A communication will be sent to all the participating cities to announce the Jury's decision at the end of July.
- The Award ceremony will take place the **16th November 2018** in the 15th International Congress that will be held in Cascais (Portugal).



Candidature Form **2018 Educating Cities' Award:** **“Civic Education through Participation”**

Please fill in the particulars of the experience that you wish to propose.

Title of the experience in the original language

Title in English

City

Country

Ages (age group or groups to which the experience is addressed)

(0-3) <input style="width: 40px; height: 20px;" type="text"/>	(4-6) <input style="width: 40px; height: 20px;" type="text"/>	(7-12) <input style="width: 40px; height: 20px;" type="text"/>	(13-18) <input style="width: 40px; height: 20px;" type="text"/>
(19-25) <input style="width: 40px; height: 20px;" type="text"/>	(26-40) <input style="width: 40px; height: 20px;" type="text"/>	(41-65) <input style="width: 40px; height: 20px;" type="text"/>	(+65) <input style="width: 40px; height: 20px;" type="text"/>
All <input style="width: 40px; height: 20px;" type="text"/>			

Starting year

Year of completion

In which axis of the theme “Civic Education through Participation” is the initiative connected? (Choose only one):

- Axis 1. *Participatory management of public spaces.*
- Axis 2. *Participation in the improvement of life in the city.*
- Axis 3. *Citizen participation in the detection of needs, identification of problems, in municipal decision-making and evaluation of public policies.*

Justification (situation of the starting point that led to this experience)

Maximum length: 1,000 characters, including spaces



Summary (Brief explanation of the main ideas)

Maximum length: 1,000 characters, including spaces

Educational aspect (explain the educational aim 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 (written in a specific way)

Maximum length: 500 characters, including spaces

Methodology (description of the specific phases, actions and current status of the experience)

Maximum length: 3,000 characters, including spaces

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

Maximum length: 2,000 characters, including spaces

Context (A. brief description of the city: number of inhabitants; socioeconomic profile of the population; main economic sectors, etc.

B. Description of the area(s) in which it is applied and the population to which it is addressed).

Maximum length: 2,000 characters, including spaces



Evaluation (changes in relation to the initial situation).

Maximum length: 3,000 characters, including spaces

Strengths and weaknesses (state how you foresee overcoming them).

Maximum length: 1,500 characters, including spaces

Sustainability and future proposals

Maximum length: 2,000 characters, including spaces

Website of the experience

Attached Additional documentation (may be required by interested persons)

Video Dossier Publications Photographs

Others _____



CONTACT INFORMATION

(Only ONE person. The contact person must be able to provide the information required)

Mr Ms

Name and surname(s):

Organization or Institution

- Name in original language:

- English translation:

Department or Section

- Name in original language:

- English translation:

Post or Office

- Name in original language

- English translation

Address (also specify postal code, city and country)

Telephone (Please specify country and city code)

+	<input type="text"/>	+	<input type="text"/>
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E-mail

The presentation and participation signifies the full acceptance of the bases, as well as the rights and duties that derive from these.