This project is co-funded
by the European Union

RULES & TERMS

The PLATFORMAwards are organised by PLATFORMA, the pan-European coalition of local and regional governments – and their associations – active in city-to-city and region-to-region development cooperation. The PLATFORMA secretariat is hosted by the Council of European Cities and Regions (CEMR), Europe's most senior organisation of towns and regions, which brings together 100,000 local and regional governments through 60 national associations. CEMR is located in Brussels and legally represented by its Secretary General, Frédéric Vallier.

I. ELIGIBILITY

European Union subnational governments (towns, cities, provinces, regions...) are eligible to the PLATFORMAwards for a decentralised cooperation activity, regardless of a specific theme.

Who can apply: Subnational governments from the EU, i.e. from Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom (UK).

The applicants must present a partnership project with one or several subnational governments from a European Neighbourhood country or from a partner country[1] recipient of EU official development assistance[2] at the exception of beneficiaries eligible for Union funding under the Instrument for Pre-accession Assistance[3].

Those countries are:

- Afghanistan
- Algeria
- Angola
- Antigua and Barbuda
- Argentina
- Armenia
- Azerbaijan
- Bangladesh
- Belarus
- Belize
- Benin
- Bolivia
- Botswana
- Brazil
- Burkina Faso
- Burundi
- Cabo Verde
- Cambodia
- Cameroon
- Central African Republic
- Chad
- Chile
- China (People's Republic of)
- Colombia
- Comoros
- Congo
- Cook Islands
- Costa Rica
- Côte d'Ivoire
- Cuba
- Democratic People's Republic of Korea
- Democratic Republic of the Congo
- Djibouti
- Dominica

- Dominican Republic
- Ecuador
- Egypt
- El Salvador
- Equatorial Guinea
- Eritrea
- Ethiopia
- Fiji
- Gabon
- Gambia
- Georgia
- Ghana
- Grenada
- Guatemala
- Guinea
- Guinea-Bissau
- Guyana
- Haiti
- Honduras
- India
- Indonesia
- Iran
- Iraq
- Islands
- Jamaica
- Jordan
- Kazakhstan
- Kenya
- Kiribati
- Kyrgyzstan
- Lao People's Democratic Republic
- Lebanon
- Lesotho
- Liberia
- Libya

- Madagascar
- Malawi
- Malaysia
- Maldives
- Mali
- Marshall Islands
- Mauritania
- Mauritius
- Mexico
- Micronesia
- Moldova
- Mongolia
- Montserrat
- Morocco
- Mozambique
- Myanmar
- Namibia
- Nauru
- Nepal
- New Guinea
- Nicaragua
- Niger
- Nigeria
- Niue
- Pakistan
- Palau
- Panama
- Papua
- Paraguay
- Peru
- Philippines
- Rwanda
- Saint Helena
- Saint Lucia
- Saint Vincent and the Grenadines

- Samoa
- Sao Tome and Principe
- Senegal
- Seychelles
- Sierra Leone
- Solomon
- Somalia
- South Africa
- South Sudan
- Sri Lanka
- Sudan
- Suriname
- Swaziland
- Syrian Arab Republic
- Tajikistan
- Tanzania
- Thailand
- Timor-Leste
- Togo
- Tokelau
- Tonga
- Tunisia
- Turkmenistan
- Tuvalu
- Uganda
- Ukraine
- Uruguay
- Uzbekistan
- Vanuatu
- Venezuela
- Viet Nam
- Wallis and Futuna
- West Bank and Gaza Strip
- Yemen
- Zambia
- Zimbabwe

[1] European Neighbourhood Countries list: https://eeas.europa.eu/headquarters/headquarters-homepage/330/european-neighbourhood-policy-enp_en
[2] OECD list of official development assistance recipients: http://www.oecd.org/dac/stats/documentupload/DAC%20List%20of%20ODA%20Recipients%202014%20final.pdf
[3] List of countries eligible for Union funding under the Instrument for Pre-accession Assistance: https://ec.europa.eu/neighbourhood-enlargement/sites/near/files/pdf/financial_assistance/ipa/2014/231-2014_ipa-2-reg.pdf

II. THE APPLICANTS

"Applicant" refers to any eligible subnational government engaging in the process of an application to the PLATFORMAwards. The applicant becomes candidate once it receives an application confirmation from the PLATFORMA secretariat.

Application forms are available online in English and French. Submissions are accepted in: Czech, Dutch, English, French, German, Italian, Polish, Portuguese, Slovak and Spanish.

Applicants can submit projects addressing any theme providing that it is a decentralised cooperation activity, i.e. involving subnational governments. Multiple applications are allowed. Applicants can submit more than one project, using a different application form with a different project partner. Application does not give automatic access to the Ceremony nor to any retribution. No application fees are requested at any moment of the application and selection process.

By submitting an application to the PLATFORMAwards, the applicants acknowledge that their projects, the data and image associated, can be used by the PLATFORMAwards organisers to promote the submitted projects and the PLATFORMAwards objectives.

The selected applicants may be required to send additional materials about their projects for the PLATFORMAwards catalogue, communication materials (online and offline) or the ceremony. Applicants who incorporate any images or other creative materials for which rights (including intellectual property rights) belong to a third party, must obtain the third party's express permission and explicitly mention it to the PLATFORMA secretariat. The PLATFORMAwards organisers are not responsible for any claims related to copyright and property rights, trade marks, financial losses and liabilities.

All applicants will receive a notification by e-mail regarding the results of the selection process, not later than one month before the ceremony date (scheduled on 6-8 May 2020). Applicants agree that the submitted projects will be posted on the website www.platformawards.eu and on PLATFORMA channels, if shortlisted or selected.
Applicants must have full authority or permission to apply on behalf of the subnational government. If a project is selected, it cannot be withdrawn by the applicant or its project partners for any reason.

III. SELECTION PROCESS

CALL FOR APPLICATIONS
The PLATFORMA secretariat opens applications for a period of approximately 5 months (from Tuesday 2 July 2019 to Tuesday 31 January 2020 midnight GMT+1).

ADMISSION
PLATFORMA secretariat checks if the entry form is complete and if the admission criteria below are respected:
1. **The applicant is a European Union subnational government.** The project presented showcases a cooperation partnership (short-term or long-term) involving two (or more) subnational governments – towns, cities, provinces, regions – from at least two different countries, of which at least one is from a European Union member state and the second one is in the list presented in section I. Eligibility.
2. **The partnership** contributes to the mutual development of the parties and specifically contributes to the implementation of one or several of the 17 Sustainable Development Goals of the United Nations.

The PLATFORMA secretariat is authorised to reject any application that does not meet the admission criteria and/or is not incompliance with the PLATFORMAwards' objective. Candidates are noticed by electronic mean on their admission. Short-list selection of candidates

The PLATFORMA Secretariat proceeds to the short-list selection on the exclusive basis of the selection criteria grid. The following selection criteria contribute to the qualification of projects:
■ **Local democracy.** The project fosters principles of local democracy and good governance at local level as outlined by the Council of Europe[4].

■ **Active citizenship.** The cooperation strengthens the participation of citizens to policy making and raises their awareness on development and globalisation challenges.

■ **Multi-stakeholder approach.** The project fosters active dialogue of different types and groups of stakeholders, advocating partnership, inclusion, and collaboration.

■ **Strategic approach.** The project follows a systematic, strategic approach which follows the cycle of the sub-national policy-making: problem definition, agenda setting, policy formulation, implementation, monitoring and evaluation.

■ **Development effectiveness and policy coherence.** The project contributes to overall development effectiveness, taking into account different policy domains and favouring a transversal approach towards a defined objective.

■ **Gender equality.** The project not only respects, but actively promotes gender equality in its methodology and activities.

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[4] The 12 principles for good governance at local level, Council of Europe

- **Innovation and creativity.** The project fosters innovative approach, thinking outside the box and novel approach to tackling problems and achieving results.

- **Localisation of the Sustainable Development Goals** – The project contributes to the United Nations 17 Sustainable Development Goals[5].

Shortlisted candidates are noticed by electronic means. The shortlisted candidates are published on PLATFORMA website www.platforma-dev.eu and/or www.platformawards.eu.

FINAL SELECTION OF THE PLATFORMAWARD WINNERS

The jury members proceed to the final selection of winners on the basis of the selection criteria above and their own experience. The selection is made during a jury committee meeting in Brussels organised around March 2020, between the closing of application and the Award Ceremony. After discussion, the jury members select the winners. In case of disagreement on the winner, the jury members proceed to a show of hand vote in order to determine the PLATFORMAwards winners. The meeting is closed and any exchanges remain confidential.

IV. PLATFORMAWARDS COORDINATION

PLATFORMA SECRETARIAT
The PLATFORMA Secretariat supervises and coordinates the process in close link with its partners. It invites jury members and provides the selection grid.

THE JURY COMMITTEE
The jury is composed of European elected representatives (from the European Parliament and the European Committee of the Regions), and high-level practitioners of development cooperation (such as representatives of UNDP or OECD). The names of the jury members are announced on www.platformawards.eu no later than November 2019. Any change in the jury composition will be announced on this website. The Secretary General of CEMR chairs the jury. He does not take part in the vote, except in case of draw.

V. THE REWARD

The first prize winner is rewarded with the production of a video to promote its cooperation project. The winner shares the video's rights with PLATFORMA. The video value is fixed at €15,000 incl. VAT.

The first three selected candidates, regardless of their position, win:
1. **A free entrance to the Congress of the Council of European Municipalities and Regions** (CEMR) in Innsbruck (Austria) (6–8 May 2020; www.cemr2020.at)
2. **A trip to Brussels** to discover the EU district and take part in the 2020 edition of the European Development Days (EDD) tbc
3. **An access to the PLATFORMA network and expertise:** invitation to workshops, conferences and access to EU policy briefs and analysis;
4. **Visibility for their projects** through articles and on-line promotion.

The winners of the PLATFORMAwards will be announced during a ceremony organised on 6 May 2020 at the CEMR Congress in Innsbruck (Austria).

These Rules and Terms are valid for the second edition of the PLATFORMAwards. All details and issues not expressed on these regulations will be decided and communicated by the PLATFORMAwards organiser.

For more information regarding the PLATFORMAwards please contact:

platforma@ccre-cemr.org
+32 2 265 09 30

VI. PRIVACY STATEMENT

By registering to the PLATFORMAwards, I de facto agree with the privacy statement governing the use of my personal data. The privacy statement can be downloaded here.

[5] https://sustainabledevelopment.un.org/