



PLATFORMAwards Rules & Terms

The PLATFORMAwards are organised by PLATFORMA, the European coalition of cities and regions – and their associations – active in city to city and region to region development cooperation. PLATFORMA secretariat is hosted by the Council of European Cities and Regions (CEMR) in Brussels, legally represented by its Secretary General, currently Frédéric Vallier.

| Eligibility

European Union subnational governments are eligible to the PLATFORMAwards for a decentralised cooperation activity regardless of a specific theme.

Who can apply: Subnational governments 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, United Kingdom (UK)

Applicants must present a partnership project with subnational government(s) from a European Neighbourhood country¹ or subnational government(s) from a partner country recipient of official development assistance² at the exception of beneficiaries eligible for Union funding under the Instrument for Pre-accession Assistance³:

Afghanistan	Guatemala	Palau
Algeria	Guinea	Panama
Angola	Guinea-Bissau	Papua
Antigua and Barbuda	Guyana	Paraguay
Argentina	Haiti	Peru
Armenia	Honduras	Philippines
Azerbaijan	India	Rwanda
Bangladesh	Indonesia	Saint Helena
Belarus	Iran	Saint Lucia
Belize	Iraq	Saint Vincent and the Grenadines
Benin	Islands	Samoa
Bolivia	Jamaica	Sao Tome and Principe
Botswana	Jordan	Senegal
Brazil	Kazakhstan	Seychelles
Burkina Faso	Kenya	Sierra Leone
Burundi	Kiribati	Solomon
Cabo Verde	Kyrgyzstan	Somalia
Cambodia		

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

Cameroon	Lao People's Democratic Republic	South Africa
Central African Republic	Lebanon	South Sudan
Chad	Lesotho	Sri Lanka
Chile	Liberia	Sudan
China (People's Republic of)	Libya	Suriname
Colombia	Madagascar	Swaziland
Comoros	Malawi	Syrian Arab Republic
Congo	Malaysia	Tajikistan
Cook Islands	Maldives	Tanzania
Costa Rica	Mali	Thailand
Côte d'Ivoire	Marshall Islands	Timor-Leste
Cuba	Mauritania	Togo
Democratic People's Republic of Korea	Mauritius	Tokelau
Democratic Republic of the Congo	Mexico	Tonga
Djibouti	Micronesia	Tunisia
Dominica	Moldova	Turkmenistan
Dominican Republic	Mongolia	Tuvalu
Ecuador	Montserrat	Uganda
Egypt	Morocco	Ukraine
El Salvador	Mozambique	Uruguay
Equatorial Guinea	Myanmar	Uzbekistan
Eritrea	Namibia	Vanuatu
Ethiopia	Nauru	Venezuela
Fiji	Nepal	Viet Nam
Gabon	New Guinea	Wallis and Futuna
Gambia	Nicaragua	West Bank and Gaza Strip
Georgia	Niger	Yemen
Ghana	Nigeria	Zambia
Grenada	Niue	Zimbabwe
	Pakistan	

|| The Applicants

“Applicant” refers to any eligible subnational governments engaging in the process of an application to the PLATFORMAwards. The applicant becomes candidate once they receive 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, 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 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 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 Monday 22 January 2018. 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.

||| Selection process

Call for applications

PLATFORMA secretariat opens applications for a period of approximately 3 months (from Monday 9 October 9 am to Friday 15 December 2017 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 showcase 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 a European Union member state.
2. **The partnership** contributes to the mutual development of the partners towns, cities, provinces or regions.
3. **The project is transferrable.** Other towns or regions can learn from the project, adapt it and implement it in their own territory.

PLATFORMA secretariat is authorised to reject any application that does not meet the admission criteria and compliance with the PLATFORMAwards objective. Candidates are noticed by electronic mean on their admission.

Short-list selection of candidates

PLATFORMA Secretariat proceed 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 Europe⁴.
- **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.

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.

Shortlisted candidates are noticed by electronic means. The shortlisted candidates are published on PLATFORMA website www.platforma-4dev.eu and/or www.platformawards.eu.

Final selection of the PLATFORMAwards 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 (Thursday 1st February 2018). 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.

|||| 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 representatives of European institutions, international organisations and development agencies. The names of the jury members are announced on www.platformawards.eu. 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.

|||| 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 right with PLATFORMA. The video value is fixed to 10.000 € incl. VAT.

The first three selected candidates, regardless of their position, win:

1. A study trip in the European district in Brussels with their project counterpart in order to visit EU institutions, meet with EU officials, attend the ceremony and take part in a decentralised cooperation workshop;
2. A one-year access to the PLATFORMA network: invitation to workshops, conferences and access to EU policy briefs and analysis;
3. Visibility for their projects through articles and on-line promotion.

These Rules and Terms are valid for the first 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:

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