



**SERVIZIO CULTURA
UO PROGETTAZIONI**
Via dei Manassei, 23– 59100 Prato
Tel 0574.183.5968
Posta certificata:
comune.prato@postacert.toscana.it

ORARIO D'UFFICIO:
Lunedì e giovedì 9.00-13.00 / 15.00-17.00 Martedì,
mercoledì e venerdì 9.00-13.00 www.comune.prato.it
p.iva. 00337360978 - cod.fisc. 84006890481

ALLEGATO B
Al Comune di Prato
Servizio Cultura – UO Progettazioni

Manifestazione di interesse per la selezione di partner per l'ideazione e la co-progettazione di azioni in materia di “Costruzioni e ristrutturazioni all'insegna della circolarità e neutralità in termini di emissioni di carbonio” per la partecipazione al primo bando europeo European Urban Initiative - EUI incentrato sul Nuovo Bauhaus Europeo

A) Anagrafica partner (compilare obbligatoriamente in lingua inglese)

Delivery Partner	
Name of organisation (original)	<i>[100 Characters]</i>
Name of organisation (English)	<i>[100 Characters]</i>
Organisation type	<p><i>Please select the organisation type from the drop-down menu:</i></p> <ul style="list-style-type: none"><i>Local public authority</i><i>Regional public authority</i><i>National public authority</i><i>Sectoral agency</i><i>Infrastructure and (public) service provider</i><i>Interest groups including NGOs</i><i>Higher education and research organisations</i><i>Education/training centre and school</i><i>Enterprise, except SME</i><i>SME</i><i>Business support organisation</i>

	<ul style="list-style-type: none"> • EGTC • International organisation, EEIG • General public • Hospitals and medical centres • Other <p><i>Note: If 'Other' selected, please specify within the 'Partner description...' text box below, the type of organisation.</i></p>
Legal status	
Member State	
Partner description and department/unit/division concerned	<p>[1500 Characters]</p> <p><i>Provide a short description of the organisation including indicative number of employees and experience in the management and or participation to EU-funded projects. Please provide a link to the organisation's website.</i></p> <p><i>If relevant, list the departments, units and divisions that will be involved in the implementation of the project.</i></p>
Contact person, legal representative and contact details	<p><i>Provide the name, title and contact details of the person who will serve as main reference within the organisation during the implementation of the project.</i></p> <p><i>Provide the name, title and contact details of the legal representative of the Delivery Partner.</i></p>
Address, street, post code, town, NUTS2, NUTS3	
VAT number	
VAT recoverable	<i>Drop down menu with: yes, no, partly</i>
Staff costs claimed on the basis of:	<p><i>Drop down menu with the 2 different cost options:</i></p> <ul style="list-style-type: none"> - 20% Flat rate (of all direct Partner costs except staff) - Standard unit costs
Competences and experiences in relation to the challenge addressed	<p>[500 Characters] Describe the main reasons why the Delivery Partner should be involved in the implementation of the project (specific competencies and expertise). Describe the main legal and operational competencies and experience of the organisation in relation to the challenge addressed and to the proposed project. Demonstrate that the Delivery Partner is best placed to implement the project.</p>
Experience in participating in and/or managing EU co-financed projects or other international projects.	<p>[500 Characters] If applicable, describe the main experience of the organisation in participating and/or managing EU co-financed projects or other international projects. Please list max 3 projects that are of relevance to the topic addressed as well as the programmes that have funded them. . Provide information on the role of the organisation in the projects listed (Lead Partner, partner, observer, etc.)</p>

B) Proposta di azione progettuale (compilare obbligatoriamente in lingua inglese descrivendo il tipo di azione/soluzione che si propone di realizzare nell'ambito del progetto)

C.1.1 Main challenge(s) to be addressed

[2500 Characters]

What is the main urban challenge(s) that will be tackled by the project? Explain why you chose to address this challenge. Include a short description of the context of the urban area by describing the extent of the challenge to be addressed, its breadth and depth at local level and its different dimensions (social, economic and environmental dimensions of the challenge). Please describe how the identified challenge(s) is/are relevant to the topic of the Call for Proposals.

C.1.2 Proposed solution

[2500 Characters]

Describe the innovative solution you propose in order to tackle the main challenges identified above. Clearly describe the proposed solution (presenting the main strands of activities) and explain why and how it will address the challenge(s) in the urban area (place-based approach¹). Please include reference on how the objectives and expected results of the proposal will lead to the desired change (i.e. tackle the challenge).

Describe how the proposed solution provides a significant and durable contribution (beyond project end) to address the challenges targeted in the relevant urban area.

C.1.4 The proposed solution has not been previously tested

[1500 Characters]

Demonstrate that the proposed solution is innovative. Demonstrate that the proposed solution (and its main components) has not been previously tested and implemented on the ground in the concerned urban area and elsewhere in Europe.

C.1.5 The proposed solution builds on and goes beyond existing practices

[2000 Characters]

Justify how your solution goes beyond existing practices. Provide at least 3 references of existing practices.

*To fill in this section, urban authorities are requested to carry out a benchmark analysis of relevant existing good practices (in Europe and beyond) to explain how and to what extent the proposed solution is different from existing good practices and how and to what extent it will build upon these. Existing online databases (e.g. *CORDIS for Framework Programmes, IEE and LIFE projects database etc.*) and cities' networks best practices and working groups (e.g. *URBACT, Eurocities, Energy Cities, etc.*) are potential relevant sources of information to carry out your benchmark.*

C.1.9 Green and digital transitions

[1500 Characters]

For the 2021-2027 EU programming period, special attention is given to tackling environmental and climate

¹ For more information on the concept of place-based approach to urban development, applicants can consult the New Leipzig Charter (https://ec.europa.eu/regional_policy/sources/docgener/brochure/new_leipzig_charter/new_leipzig_charter_en.pdf), where the following definition can be found: "Places should be regarded as reference points for an integrated horizontal and vertical approach. Urban strategies and urban funding instruments should be based on sound analysis of the specific local situation, especially potential benefits and risks, stakeholders and restrictions, while following place-based development. This will enable endogenous urban transformation and reduce local socioeconomic inequalities. Appropriate formal and informal instruments should cover all spatial levels, from neighbourhoods to local authorities and wider functional areas including the metropolitan level."

challenges, in view of the transition towards a climate-neutral economy by 2050, the goal set in the European Green Deal. Digital technologies are foreseen as one of the crucial tools to achieve it.

Explain how the proposed solution makes a clear contribution to the green and digital transitions aiming at reaching EU climate neutrality. Demonstrate how your project is in line with the efforts to tackle environmental and climate challenges and provide concrete examples how it contributes to them (e.g. it includes “zero carbon” or green services, or activities/actions reducing carbon footprint).

Provide examples of digital components of your project that you will introduce in order to facilitate the green transition (e.g. activities involving the management of big data, the use of Information and Communication Technology, Artificial Intelligence, the Internet of Things etc.).

Potential obstacles and resistance to the overall proposed solution

[1500 Characters]

Describe if and which obstacles or resistance you expect regarding the general implementation of the innovative solutions proposed; if so, how they will be managed and/or overcome. Obstacles and resistance can for example refer to: national or legal framework not mature yet for the overall innovation and project, changing financial and political conditions that would make the project obsolete, lack of long term sustainability, lack of political commitment, opposition from organised groups of inhabitants, undesired outcomes fostered by the project (uncontrolled urban sprawl, gentrification, environmental impact, etc.), ...

Synergies with other projects and initiatives

[1500 Characters]

What are the synergies with past or current EU and other local projects or initiatives the project makes use of? Describe any other projects and initiatives (EU funded or not) already implemented at local level to address the identified challenge. Explain how the projects/initiatives identified will be taken into account by the proposed UIA project, in particular identify the elements that will be re-used and/or improved. Describe the synergies with other ongoing projects dealing with similar issues, if any.

C) Workplan (compilare obbligatoriamente in lingua inglese ipotizzando e descrivendo la modalità attuativa e le fasi di realizzazione dell’azione progettuale proposta)

Work plan (repeat the following table for each proposed activity) and budget

Work Package	Work Package title	Work Package start date	Work Package end date	Work Package budget
--------------	--------------------	-------------------------	-----------------------	---------------------

	Title of the Thematic Work Package [200 characters] <i>Indicate the title of the thematic Work Package</i>	<i>Automatic from activities</i>	<i>Automatic from activities. End date should be not later than 3 years after project start date.</i>	<i>Automatic</i>
Partners' involvement				
Work Package responsible Partner				
Other involved Partners				
Summary				
[1500 Characters] <i>Thematic Work Packages describe in detail how the proposed innovative solution will be carried out. Activities include the "experimental setup" (e.g.: equipment, infrastructure and works); the demonstration and testing phase; as well as the implementation process. Under each thematic Work Package, Project Partners shall describe the main activities, resources, timetable, the related deliverables and outputs as well as Partners' roles and responsibilities at activity, deliverable and output levels. While designing the Thematic Work Packages, Project Partners should pay particular attention to describe the different intermediary steps (activities/deliverables) necessary to deliver the proposed outputs.</i> <i>You can create up to maximum 4 Thematic Work Packages corresponding to the main pillars of the project. A maximum of 5 activities can be listed under each Thematic Work Package. A maximum of 3 deliverables can be developed under each activity. Each Work Package must also lead to at least 1 output. Please emphasize cross-references between the different Work Packages to ensure a clear and logical coherence in the overall Work Plan.</i>				
Activities and deliverables				
Activity number	Activity title, description and Partners involved	Start date	End date	
Activity A.5.1	Activity title [200 characters] <i>Example: A.5.1 Cultural datalab</i>	Start date (MM.YYYY)	End date (MM.YYYY)	
	Activity description and Partners involved [750 characters] <i>The description provided will mention the intermediary steps to develop the respective output; these steps will be reflected as deliverables structured in a logical chain. Please mention the Partner(s) involved and their role in the activities.</i>			
D.5.1.1	Deliverable title [100 characters] Deliverable description [750 characters] <i>The deliverables of the activity mentioned above would be:</i>	Target value	Delivery date (MM.YYYY)	

	<p><i>D.5.1.1 Datalab Community action plan; D.5.1.2 Online datalab interaction overview; D.5.1.3 Physical datalab interaction report.</i></p> <p><i>Please mention which Partner/s will be responsible for the delivery of each deliverable.</i></p> <p><i>Pay particular attention to quantification: in the description of the different deliverables. If the deliverable is of a repetitive nature (i.e. training sessions) please include the delivery date of the last training. In the description specify the start date and when they are expected to be delivered in between (i.e. month 3 – month 4).</i></p>		
Activity A.5.n	<u>Activity title</u> [200 characters]	Start date (MM.YYYY)	End date (MM.YYYY)
	Activity description and Partners involved [750 characters]		
D.5.n.n	<u>Deliverable title</u> [100 characters] Deliverable description [750 characters]	Target value	Delivery date (MM.YYYY)

Outputs (add more table (to add outputs))

Define main outputs you aim to deliver through this Work Package

Nr	Output title	Output description	Output indicator	Unit	Target value	Delivery date
-----------	---------------------	---------------------------	-------------------------	-------------	---------------------	----------------------

O.5.1	Output title <i>[100 characters]</i>	Output description <i>[500 characters]</i> <i>Please note that an output is what has actually been produced as a result of the funding given to the project – the main project product. It should directly contribute to the achievement of the project results. For more information, please refer to the EU-IA Guidance, Chapter 2.2.1. Please mention which Partner/s will be responsible for the delivery of each output.</i>	Output indicator <i>Output indicators are used to measure and monitor project outputs. Output indicators are predefined in the Terms of Reference of the relevant Call for Proposals. In case your output does not correspond to any of the predefined categories, please select “Other”. For more information please refer to the Terms of Reference of the relevant Call and to the EUI-IA Guidance, Section 2.2.1</i>	Unit <i>[100 Characters]</i> <i>In case the result indicator is predefined, the unit will be automatically filled in. In case of project specific indicators, please indicate the unit.</i>	Target value <i>The target value provides the expected quantity of the output to be produced.</i>	Delivery date <i>(MM.YYYY)</i>
-------	---	---	---	---	--	-----------------------------------

Investment(s) (add more table (to add investments))

Per Work Package, please add as many investments as needed. Once an investment element is created, it will be listed below. Click on the name of your investment so a box with 10 entries will appear, showing questions the applicant needs to answer for each investment entered.

Investments shall be foreseen in the EUI-IA projects only to the extent that they are necessary for the achievement of the project's outputs and results. Moreover, an investment is a project output that remains in use by the project's target group after the completion of the project. Depending on the nature of the innovative solutions proposed, investments should be essential support (infrastructures/equipment) for the related Thematic Work Package or key outputs of the project itself. Investments should be proportionate to the Work Plan and budget and should therefore represent good value for money.

Investment number	Investment title	Investment description	Delivery date	Budget
-------------------	------------------	------------------------	---------------	--------

<i>Investment number (automatic)</i> <i>I.X.1/N</i>	<u>Investment title</u> <i>[200 characters]</i>	Investment description <i>[750 characters]</i>	Delivery date (MM.YYYY) <i>Note that this date cannot go beyond the Thematic Work Package end date</i>	Budget <i>To be entered by the applicant. It cannot be equal to the total budget of the Thematic WP. The Investment budget is comprehended by a higher total Thematic WP budget.</i>
Investment aspects	Questions		Project answers	
Justification of the investment	Explain why this investment is needed.			
	Clearly describe the thematic relevance of the investment.			
	Describe who is benefiting (e.g., Partners, city, region, target groups, etc.) from this investment, and in what way.			
	Please clarify which problem it tackles, which findings you expect from it, how it can be replicated, and how the experience coming from it will be used for the benefit of the programme area.			
Location of the investment	Describe the location of the physical investment; if possible, a specific address where the investment will be located.			
	Drop-down list (Country, NUTS 2 level and NUTS3 codes.).			
Investment documentation	Please list all technical requirements and permissions (e.g., building permits) required for the investment according to the respective national legislation.			
Ownership <i>As stated in the EUI-IA Guidance, "Only Project Partners can become owners of the project investments. Ownership of</i>	Who owns the site where the investment is located?			

<p><i>outputs having the character of investments in infrastructure or productive investments realised within the project must remain within the Project Partnership and the related Project Partners for at least 5 years following the final payment to the Main Urban Authority.” (to ensure the durability of the investment is in line with regulation).</i></p>	Who will retain ownership of the investment at the end of the project?	
	Who will take care of the maintenance of the investment? How will this be done?	

Work Package Budget

Please detail the planned costs under the different cost categories at Partner level, specifying how the budget will be spent. Costs descriptions should enable a clear reconciliation with the activities proposed in the Work Plan.

Project Partner 1 Name	Staff cost (€)	Office and Administration (€)	Travel and Accommodation (€)	External Expertise and services (€)	Equipment (€)	Infrastructure and works (€)	Total (€)
Allocated Budget Description	Further information on the eligible costs under this cost category is to be found in the EUI-IA Guidance under Chapter 7.2.1	Automatically calculated. Office and administration costs are covered by a flat rate (15%) of the reported staff costs. No description is therefore needed (the EEP system will automatically indicate N/A).	Automatically calculated Travel & accommodation costs of Partners' employees are automatically covered by a flat rate of 5% of the reported staff costs. No description is therefore needed (the EEP system will automatically indicate N/A). Further information on	[200 characters] Further information on the eligible costs under this cost category is to be found in EUI-IA Guidance under Chapter 7.2.4. Examples of costs under this category could be: Catering for	[200 characters] Further information on the eligible costs under this cost category is to be found in the EUI-IA Guidance under Chapter 7.2.5. For example: laboratory equipment and devices, 3D	This column appears/ or is activated only if the project enters an investment element. [200 characters] Further information on the eligible costs under this cost category is	Automatically calculated No explanation requested

		Further information on the eligible costs under this cost category is to be found in the EUI-IA Guidance under Chapter 7.2.2.	the eligible costs under this cost category is to be found in the EUI-IA Guidance under Chapter 7.2.3. For example: Participation to 3 meetings/ events to engage citizens and end users, etc.	Steering Committee events, payment of an e-web management platform, legal consultancy and notarial services, technical and financial expertise, etc. In the case of costs linked to investments, this should be clearly indicated and the investment reference should be provided as part of the cost description.	printer for the vocational centre, server to manage traffic data, solar panels, batteries to store energy, etc. In case of equipment linked to investments, this should be clearly indicated and the investment reference should be provided as part of the cost description.	to be found in the EUI-IA Guidance under Chapter 7.2.6. Please clearly indicate the investment reference. All investments in infrastructure must comply with the applicable EU and programme information and publicity rules.	
Amount (€)							

Activity is a specific task/stage of the project delivery for which resources are used. Each activity shall result in at least one deliverable and/or an output. The planned activities should be necessary and sufficient to achieve the project's objectives and expected results. Any activity carried out in the framework of the project shall be for the direct benefit of the area concerned by the urban authority(ies) involved in the project.

Deliverable is a tangible or intangible object delivered during project activities. It's an intermediary step in the delivery of a project output and usually, one or more deliverables are needed to produce an output.

Output is what has actually been produced as a result of the funding given to the project. It is a main product (in other words: end product) of the project. It directly contributes to the achievement of project result(s). It shall be realistic, specific, concrete and measurable. Each implementation Work Package should lead to the delivery of at least one output. Please note that a similar product (e.g. a feasibility study) could be an output in project X, and a deliverable in project Y. A way to help making the distinction is to analyse whether the delivery of a given product has a direct effect on the specific objective of the project. If the effect is not visible yet, then it is very likely that the given product would represent a deliverable in that project.