

# Call for Workshop Host

[ICLEI European Secretariat](#) in cooperation with the [EKLIPSE project](#) and [NATURVATION project](#) are searching for a South-Eastern European municipality to host a two-day capacity-building workshop titled: **Financing Greener Cities** - “Exploring financing options for greener cities; Strengthening the capacity of local stakeholders to explore appropriate financing arrangements for nature-based interventions.”

With this call the organisers would like to invite local governments to apply for hosting this workshop in which several municipal representatives, researchers and civil society organisations will take part. This call provides information about the planned event, the requirements for hosts, the application and the selection procedure. In this call the word “event” should be understood as the sum of all capacity building actions. These include both the preparatory webinar and the workshop. Applications must be submitted before **31 March 2019** (see below).

## What is the workshop about?

This interactive two-day workshop will:

- Increase participants’ capacity to **develop effective financing arrangements** for local biodiversity, ecosystem services and [nature-based solutions](#) interventions in response to local urban challenges.
- **Help local governments and non-governmental stakeholders** to better understand (1) the financing landscape, (2) financing options (3), ‘investment’ cases and (4) innovative financial arrangements.
- Actively involve **20-40 participants from across European Union** representing local authorities, researchers and civil society.

## What will you gain from hosting this workshop?

1. Targeted support for addressing financing challenges related to local biodiversity, ecosystem services and nature-based solutions.
2. Learn, get inspired from and interact with high-level European experts and organisations.
3. New networks and relationships with representatives from more than 20 European cities and leading European Union (EU) research projects on biodiversity, ecosystem services and nature-based solutions.
4. Promote your city, region and country through EU-wide visibility, including an after-event at the [European Committee of the Regions](#).
5. Participate in all components of the capacity building event with dedicated places for your staff.

## What will the hosting municipality need to do?

1. **Cooperate** closely with the organisers in delivering and implementing a successful capacity building event.
2. Offer access to an appropriate **venue** for this workshop in their city and secure the facilities and services necessary for a good implementation.
3. Arrange and cover the cost of the **catering** necessary for a good implementation of the workshop.

## What are the eligibility conditions?

The applying municipality must:

1. Be an organisation located in one of these EU countries: **Bulgaria, Cyprus, Croatia, Greece, Hungary, Romania, Slovakia and Slovenia.**
2. Be a **local or regional public administration.** (If you're not sure about your organisation status, we encourage you to address this aspect with us before applying.)
3. Be able to **offer the space(s) for 2 consecutive days in the interval 16 September - 11 October 2019.** The preferred options are:
  - 30 of September & 1 of October
  - 1 & 2 of October
  - 7 & 8 of October
  - 8 & 9 of October
4. Provide a **Letter of Commitment** signed by the **local or regional public administration** representative (mayor, deputy-mayor, president of the local council, or similar). The original Letter of Commitment is required both in printed version and in digital (scanned) version. For the application procedure you will be asked to attach just the digital (scanned) version of it (file format .pdf). Nevertheless, you need to keep the original printed version of the letter. This will be requested by the organisers during the selection process or at a later moment.

Municipalities interested to apply are allowed to develop partnerships with other organisations as long as the municipality is highly committed to participate in the event.

## What are the selection criteria?

1. The quality of the venue proposed for the workshop. - 30 points
  - 1.1. Appropriate size for 20-50 people (participants and organisers)
  - 1.2. Appropriate space for an interactive workshop
2. The quality of the services provided in that space. - 20 points
  - 2.1. Administration

- 2.2. ICT facilities & services
- 3. The quality of the proposed catering services. - 20 points
- 4. The proven capacity to promote the event in the local language.
  - 4.1. Social media
  - 4.2. Website
  - 4.3. Other channels
- 5. The capacity to facilitate and cooperation with local actors - 20 points
- 6. Level of accessibility from other European cities. 5 points
- 7. The capacity to offer simultaneous translation - 5 points

## What is the application procedure?

Applications must be submitted via this dedicated [Online Form](#) before the date and time indicated below (Section: What are the important dates?). Applications submitted in a different way will not be considered.

## What is the assessment procedure?

Each proposal will be examined according to the selection criteria presented above by the organisers based of a system of points. The maximum score is 100 and the minimum 0. [ICLEI European Secretariat](#) in cooperation with the [EKLIPSE project](#) will select the best application and decide together whether proposals can proceed as submitted, or if further discussions with the applicants are required to achieve a high quality event. The applicants will be notified about the results of the selection process by email.

## What are the important dates?

Applications must be submitted before 23:59 (CET), **31 March 2019**. Be aware that applications are reviewed continuously upon arrival; therefore application as soon as possible is advisable. Questions about this call should be addressed to Ms Intza Balenciaga [intza.balenciaga@iclei.org](mailto:intza.balenciaga@iclei.org) ideally before 23:59 (CET), **15 March 2019**. We will not be able to guarantee a quick answer for the questions addressed after this date. Thank you for your understanding. The selection results are intended to be announced before **1 May 2019**.

## What is ICLEI?

ICLEI - Local Governments for Sustainability is the world's leading network of over 1,500 cities, towns, and regions committed to achieving tangible improvements in global sustainability and environmental conditions through cumulative local actions. Next to actively encouraging and supporting peer-to-peer exchanges between local governments in and beyond Europe, ICLEI acts as a facilitator and knowledge broker between local governments, science, societal actors and the private sector and disseminates project and policy information across Europe and its 17 offices. More about ICLEI: <http://iclei-europe.org/>

## What is EKLIPSE?

EKLIPSE is an EU-funded project that started in February 2016. The project aims to establish a robust and flexible long-term mechanism to provide knowledge for policy support on biodiversity and ecosystem services. It aims to communicate and engage with a wide set of knowledge holders in its work to ensure tailor-made results to knowledge requesters and society more broadly. EKLIPSE coordinates innovative and transparent approaches for science, policy and societal actors to jointly provide the best available evidence leading to better informed decision-making. EKLIPSE also aims to identify capacity gaps relating to the Science-Policy-Society interface, regarding biodiversity and ecosystem services, and to support entities with the necessary expertise to develop and provide capacity building with EU relevance. More about EKLIPSE: [www.eklipse-mechanism.eu/](http://www.eklipse-mechanism.eu/)

## What is NATURVATION?

NATure-based URban innoVATION is a 4-year project involving 14 institutions across Europe in the fields of urban development, geography, innovation studies and economics. We are creating a step-change in how we understand and use nature-based solutions for sustainable urbanisation. More about NATURVATION: <https://naturvation.eu/>

### Disclaimer:



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