



2018 CLIMATE INITIATIVE AWARDS – African Local Government Authorities

RULES & PROCEDURES

ARTICLE 1: ORGANISERS OF THE AWARDS

The association INITIATIVES CLIMAT and UCLG-AFRICA are the Organisers of the '2018 Climate Initiative Awards – African Local Government Authorities'. The Awards were initiated by Alliadev (Morocco) and Igapura (France), hereinafter referred to as the 'Coordinators', and which shall ensure the implementation of the Awards with the support of the UCLG-AFRICA.

The Awards are for African Local and Territorial Authorities (legal public entities) which are carrying out initiatives to tackle the negative effects of climate change in Africa.

ARTICLE 2: RULES FOR PARTICIPATION

The Awards are open to three population-based categories of African local government authority, i.e. those with:

- a population of fewer than 20,000
- a population between 20,000 and 100,000
- a population of over 100,000.

Applications should be sent to the Coordinators no later than **29 October 2018**, at midnight (GMT Time). Local authorities wishing to compete in the Awards are required submit a 'Climate Initiative' (the online application form is available at www.initiativesclimat.org). If the initiative or project is eligible, it will be added to the aforementioned website's consultable online project database. Authorities submitting a climate project are automatically entered into the 2018 Awards. Authorities wishing to submit their project without taking part in the Awards are required to inform the Organisers by email via initiativesclimat@gmail.com.

Only eligible projects that are included in the online database may take part in the Awards. It is the responsibility of participating local authorities to verify that they receive an acknowledgement of submission after sending their application to the Coordinators via the website or via its email address (initiativesclimat@gmail.com).

A given local authority may only compete in a single category.

ARTICLE 3: ELIGIBILITY

The Organisers reserve the right to refuse to include a project in the online database:

- where the project leader is not a local or territorial local government authority;
- where the project is not sufficiently in step with the theme addressed by the Awards: tackling the negative effects of climate change;
- where it is found that the information supplied in the application is either entirely or partially untrue;
- for another reason after informing the submitting authority and taking note of its comments.

ARTICLE 4: SELECTION

The selection process is in three phases. It is principally based on a Jury composed of qualified persons and the Coordinators.

Phase 1: The Coordinators prepare the applications: by end October.

The applications examined by the Jury are prepared by the Coordinators. Where necessary, the Coordinators may ask submitting authorities to provide additional information. Unless otherwise stated at the time of response, this additional information may be put online.

Phase 2: The Jury selects its nominees: beginning of November.

The Jury is composed of qualified persons: representatives of international organisations, cooperation agencies, public or parapublic institutions and independent experts. It selects nine nominees.

The following table shows the distribution of the nine selected nominees across the three categories of local authority:

Category	Number of nominees
Local authorities with a population of fewer than 20,000	3
Local authorities with a population of between 20,000 and 100 000	3
Local authorities with a population of more than 100,000	3

The Jury examines the applications using an evaluation framework, which comprises several criteria: climate change (adaptation¹ and mitigation²); incorporation of sustainable development goals; medium and long-term impacts; provisions made for vulnerable groups; participation of beneficiaries and stakeholders; innovation, training, information outreach/awareness raising/education; replicability.

The Jury aims to ensure a wide geographic coverage among nominated projects.

The members of the Jury pledge to protect the confidentiality of their deliberations and not to divulge any information other than the information placed online.

Announcement of the results:

The nine nominees are informed of their selection at the beginning of November.

ARTICLE 5: DESIGNATION OF AWARD WINNERS BY AFRICITIES PARTICIPANTS

The three final award winners are chosen, by a vote, by the UCLG-AFRICA delegates at the AFRICITES summit.

The following table shows the allocation of award winners for each of the three categories of local authority:

Categories	Number of Prizewinners
Local authorities with a population of fewer than 20,000	1
Local authorities with a population of between 20,000 and 100 000	1
Local authorities with a population of more than 100,000	1

¹ "the adjustment of natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities" (source: IPCC).

² "human intervention to reduce the sources or enhance the sinks of greenhouse gases", (source IPCC).

ARTICLE 6: BENEFITS FOR PARTICIPANTS

The Coordinators will make every effort to promote all the eligible projects via the website.

Participation in AFRICITIES

The nine nominees will receive support (one person per local authority) to participate in the AFRICITIES summit, from 20 to 24 November 2018, in Marrakech during which the final three award winners will be announced. A trophy will be awarded to each winner at a dedicated ceremony.

ARTICLE 7: PUBLICATION OF INFORMATION

Participants' contact details (project leaders and contact persons) will be publicised on the Climate Initiatives website.

Participants have the right to access, modify and delete any information concerning them by sending an email to: initiativesclimat@gmail.com. They may at any time following their online publication, request the removal of their projects from the Climate Initiative Awards website (www.initiativesclimat.org).

ARTICLE 8: RESPONSIBILITIES

Participation in the Awards means fully accepting the rules set down in the present Rules & Procedures. The Coordinators are available to answer any request for clarification in relation to them.

The Organisers and Coordinators cannot be held responsible if participants are unable to connect to the internet due to technical difficulties related, for example, to networks, to servers or to web hosting services. The Organisers and Coordinators cannot be held responsible for the cancellation or postponement of the Awards where this is due to events beyond their control.

The Organisers and Coordinators reserve the right to modify the number and distribution of nominees and award winners. In such circumstances participants will be informed of the reasons for the change.

Signed 11 September, 2018.