Guidelines for Applicants: Support to New European Bauhaus Local Initiatives

1. About the call

1.1. New European Bauhaus

The Support to New European Bauhaus Local Initiatives call is part of the New European Bauhaus movement that makes the European Green Deal a cultural, human-centred, positive and tangible experience for everyone. It celebrates beautiful, sustainable and inclusive places all around Europe. Its **three complementary core values** are:

- Sustainability – foster climate goals, circularity, zero pollution, and biodiversity

- Aesthetics – increase the quality of experience and style beyond functionality

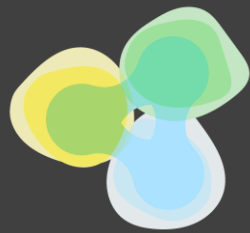- Inclusion – promote valuing diversity, accessibility and affordability

New European Bauhaus actions pursue these values through actions that **combine global and local dimension and harness the potential of participative approach and transdisciplinarity**. Engaging stakeholders in co-creating the movement is a central endeavour. The inputs received in the co-design phase of New European Bauhaus (January to July 2021) rendered four thematic axes: reconnecting with nature, regaining sense of belonging, prioritising the places and people that need it the most, and the need for long-term, life-cycle thinking in the industrial ecosystem.

The present call is part of a wide array of actions to promote, diffuse, further develop and fill with life the idea of New European Bauhaus. Among such actions by the Commission are:

- The New European Bauhaus Lab to grow the community and prepare policy actions
- Seed funding for transformative New European Bauhaus projects
- Funding for social housing projects aligned with New European Bauhaus values
- Calls for Start Ups and citizen initiatives
- A yearly New European Bauhaus Festival and Prizes

To find out more about the New European Bauhaus and what steps the EU has taken to co-create this movement with its citizens, please consult the following sources:

- Useful overall information is available on the New European Bauhaus website: https://europa.eu/new-european-bauhaus/

- In-depth description of the New European Bauhaus values, principles and actions is provided in the 2021 Communication from the Commission "New European Bauhaus – Beautiful, Sustainable, Together": https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=COM%3A2021%3A573%3AFIN&qid=1631781368249

- Finalised projects that have won New European Bauhaus Prizes in 2021: https://2021.prizes.new-european-bauhaus.eu/

1.2. Benefits and services for the winning project ideas

20 place-based project ideas will be selected to receive **in-kind incubation support** by multi-disciplinary experts to advance towards implementation.

A tailored approach for each project idea based on needs assessment

Based on the material provided in the application and further in-depth exchange with the project owners, the specific needs of each beneficiary project idea will be assessed. Following this first analysis, a tailored technical assistance plan will be developed, and experts from a wide range of disciplines will be proposed to support the project owners step by step.

Definition of an implementation roadmap

The beneficiaries will be accompanied during the incubation of the project idea through a detailed technical assistance programme conceived to enable projects to fully incorporate the core values of New European Bauhaus into the project design and the different steps of its implementation.

The output of the technical assistance programme is a project implementation roadmap. The content of the roadmaps for individual projects would generally include:

- Mechanisms to embed the project principles in the delivery process;
- Structures of project governance and decision-making processes, e.g. on funding and cost management;
- Effective sequencing of the project activities that also allows to manage disruption on the ground;
- Management of risk and change, at a project level and in interdependencies with other efforts;
- Efficient monitoring and reporting procedures.

Support services

Experts in charge of the technical assistance programme are experienced project coordinators and high-level experts on sustainable liveable places and on stakeholder engagement (consultants, architects, urban planners, environmental experts, etc.). Their role is to support the development of project roadmaps based on best-in-class place-based, participatory, planning and project development practices.

The technical assistance teams can provide a variety of methodologies and tools to combine sustainability, aesthetics, and inclusion in the design of effective projects of liveable places and buildings. For instance, a range of assessments can be conducted to generate the necessary information basis for decision making regarding the roadmap:

- option development and appraisal,
- strategic impact assessment,
- mapping of benefits and co-benefits, and cost-benefit appraisal,
- business case assessment.
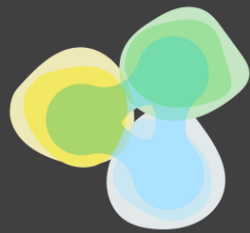
Toolbox for future project owners

The knowledge gathered and lessons learnt during this process will feed into a "toolbox" that other municipalities and the wider public can use to develop new or replicate existing New European Bauhaus projects on the ground.

1.3. Responsibilities of beneficiaries

If selected to receive the support, project owners are expected to guarantee the necessary political backing for the project idea, high sense of ownership within the implementing organisation and sufficient commitment of personnel and resources to the project activities in order to be able to collaborate with the technical assistance team.

2. Application process

2.1. Application period

The application form is available online in the period from **30 March 2022, 14:00 CEST to 23 May 2022, 17:00 CEST** via the call website.

The contestants will be notified by **the end of July 2022** on whether they have been selected among the 20 winning project ideas via the email they have indicated in the application form.

2.2. Language requirement

Contestants are required to submit their application via an online application form **in English**.

2.3. Application form

Fields to fill

The application form has six sections, each with a varying number of questions to answer / fields to submit. Please take the time to **read all the questions** before you start working on the application and consider how you would like to distribute information among the questions. We would advise to use the limited space available to add new aspects in each of the text fields rather than repeating similar information in different fields.

- In section I MAIN DATA you will be required to submit the main data on the project and applicant.
- In section II PROJECT DESCRIPTION AND DESIGN, you are asked to describe what your project idea is about and how it is set up.
- In sections III-V (NEW EUROPEAN BAUHAUS CORE VALUES, FURTHER ADDED VALUE, PARTICIPATORY AND TRANSDISCIPLINARY APPROACH), you are asked to specify how your project idea addresses the selection criteria (see section Selection criteria and the Annex 1).
- In section VI DOCUMENT UPLOAD you can upload PDFs of the mandatory and supporting documents.
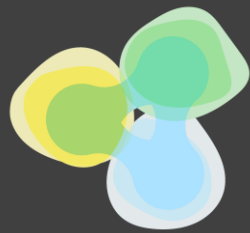
Types of questions

There are three types of questions/fields in the application form: for selection, for entering text and for uploading documents. The mandatory questions/fields are marked with (*).

- **Selection fields**: Several questions would only require you to select one or several of the predefined options.
- **Text fields**: Most fields require you to submit text as answers within a maximum number of characters, and the form limits this automatically. However, you do not need to use the full number of characters – brevity and bullet points are encouraged, as long as the information you are providing is clear and complete.
- **Fields for document upload**: The form includes four fields to submit documents, and it limits the size of documents automatically. All documents are to be submitted in English and as PDF files. Three of these documents are mandatory (marked as "Mandatory"). You are further strongly encouraged to submit supporting documents (marked as "Supporting"). Please see the section on documents for submission and Annex 2 for more detail.

You can save the interim status of your application form and come back to working on it later at any moment before the application deadline. The data you submit will be processed in accordance with the General Data Protection Regulation (GDPR).

2.4. Documents for submission

Documentation shall be submitted in the section VI – "Document Upload" to substantiate and expand the information provided in the application. Three documents are mandatory to enter the call while another three supporting documents are recommended for submission to improve your scoring. All documents need to be in English and in the **PDF** format. Please check before the submission of the PDFs that

- ✓ the resolution of images is sufficient;
- ✓ all elements have titles, so evaluators can quickly grasp what is shown or described;
- ✓ any links you include are active;
- ✓ the text can be copied and searched;
- ✓ the documents have page numbers.

If you have any technical questions on this, please contact the helpdesk via neb-local-support.helpdesk@adelphi.de.
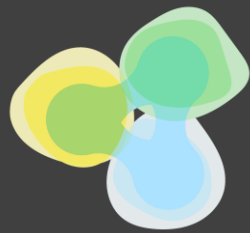
*Table 1 Overview of the documents for the application*

Document	Downloads	Size limits
Mandatory documents		
Visual documentation of the status quo (photos of infrastructure element or pubic site in question, additionally: schemes)		Max. 10 MB
Letter of support by the political representative of the applying competent public authority	*download as MS Word document*	Max. 1 MB
Self-declaration form	*download as MS Word document*	Max. 1 MB
Supporting documents, recommended for submission		
Timeline with milestones	*MS Excel template available, if required*	One PDF for all supporting documents of max. 15 pages and 12 MB
Visual draft, prototype or scheme of future design		
Documents on stakeholders and participation		
o schematic stakeholder mapping	*MS PowerPoint template available, if required*	
o any relevant decisions or declarations of intent by key actors, if any are available (e.g., neighbours, schools, youth associations, artists, university, business associations)		
o documentation of participation or consultation processes, if any have already been conducted (e.g., public consultation, citizen dialogue formats).		

The following sections offer more information on the documents.

2.5. Supporting material and technical help

As supporting material additional to the present guide, the FAQ section and a video tutorial for potential applicants are available on the call website. The call also provides documents templates, available via links in Table 1 above and in the application form.

While the call is open, applicants can contact the helpdesk via neb-local-support.helpdesk@adelphi.de with questions regarding the application process (including technical procedures, eligibility, selection criteria, requested documentation). These questions will be answered via email in English. All questions and answers potentially relevant for all applicants will be made accessible on the call website.
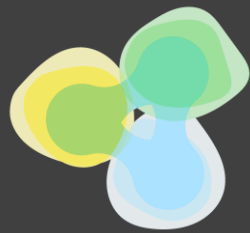
3. Criteria to consider

3.1. Eligibility criteria at a glance

Please use the following table to check if you comply with all the eligibility criteria.

Eligibility criterion	Question	Yes /No
Geographical scope	Is your project site in an EU Member State?	✓/✗
Type of entities applying	Is the applicant a local public authority (e.g., municipality, city, town, district, county, a group of municipalities or a public entity aggregating municipalities) that has all the legal competences required to implement the project idea submitted?	✓/✗
Size of entities applying	Does the public authority applying have less than 100,000 inhabitants (within a group or a public entity aggregating municipalities: does each public authority have less than 100,000 inhabitants)?	✓/✗
Project type	Have you identified an existing infrastructure element or public space that will be reconverted?	✓/✗
Exclusion of double funding	Have you *not* already received or are you *not* already receiving support from the EU that is similar to the support provided through this call?	✓/✗
Language	Can you submit the application in English?	✓/✗
Project characteristics		
Three core values of New European Bauhaus	Can you plausibly describe how your project idea contributes to promoting the three dimensions of New European Bauhaus (Sustainability, Aesthetics and Inclusiveness)?	✓/✗
Four action areas	Can you plausibly argue that your project idea is contributing to *at least* one of these action areas? 1. Renovation of existing buildings and public spaces in a spirit of circularity and carbon neutrality; 2. Preservation and transformation of cultural heritage; 3. Adaptation and transformation of buildings for affordable housing solutions; 4. Regeneration of urban or rural spaces.	✓/✗
Maturity	Are you presenting a project idea with the required minimal level of maturity, i.e. • an existing infrastructure element or public space has been identified and the idea of how to reconvert it has been selected; • the political commitment to the project idea has been secured?	✓/✗
Mandatory documents	Can you present the following mandatory documents? 1. Visual documentation of the status quo of the infrastructure element or public space in question; 2. Letter of support by the political representative of the applying competent public authority; 3. Self-declaration form on the type and the basic data of entity applying.	✓/✗
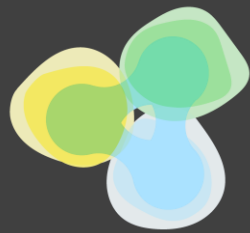
3.2. Explanations regarding the eligibility criteria

The following section provides detailed explanation on the following eligibility elements: definition of the competent public authorities, actions areas covered by the envisioned project, maturity requirements.

Competent public authority

All sub-national public authorities that administer less than 100,000 inhabitants and have all the legal competences required to implement the envisioned project are eligible for this call and considered as "competent public authority". The specific legal status, denomination and legal competences of such public authorities vary among the EU countries. Therefore, we kindly ask you to confirm that you comply with the eligibility requirements in the mandatory documents by:

- submitting the key data of your local public authority, including population size → in a self-declaration form;
- confirming that the public authority applying has the legal competences to undertake the proposed transformation → in the letter of support.

Organisations other than public authorities (such as businesses, universities or associations) cannot be the project owners and applicants for this call but are encouraged to participate as project partners.

> For the eligibility checks, the main reference will be the "Correspondence table LAU – NUTS 2021, EU-27 and EFTA / available Candidate Countries", accessible at https://ec.europa.eu/eurostat/web/nuts/local-administrative-units. The table provides population data for the so-called Local Administrative Units (LAU) and their correspondence to the nomenclature of territorial units (NUTS) 3 (regional level).
>
> Applicants are required to refer to the Correspondence table to verify that they comply with the population thresholds and to provide respective information in the application form (i.e. the LAUs corresponding to their administrative borders and the respective number(s) of inhabitants).[1]

Three categories of competent public authorities can apply.
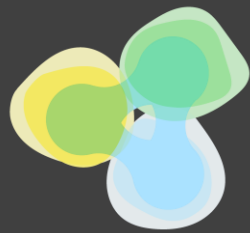
Category 1: single municipalities/local public authorities

Any sub-national public authority is eligible, including:

- Municipalities/cities/towns/counties or other authorities whose administrative borders correspond to a **single LAU code**, if the population number corresponding to this LAU code is below 100,000;

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[1] Exceptions are Spain and Cyprus, for which the 2021 version contains no population data. Applicants from Spain should use the 2019 version of the "Correspondence table LAU – NUTS 2016, EU-28 and EFTA / available Candidate Countries" (link for direct download). Applicants from Cyprus are kindly asked to include in the self-declaration form a link to the official internet source of the population data they present, e.g., website of a statistics agency. You can find your NUTS3 region here: https://ec.europa.eu/eurostat/web/nuts/nuts-maps.

- Municipalities/cities/towns/counties or other authorities whose administrative borders include **several LAU codes**[2], if the joint population number corresponding to theses LAU codes is below 100,000;
- Public authorities whose administrative borders are **smaller than their corresponding LAU code**, but have all the legal competences required to implement the transformation envisioned (e.g. city districts), if the population number within their administrative borders is below 100,000. Such authorities will be required to submit in the self-declaration form the link to an official source for their population number that can be verified during the eligibility check (e.g. the relevant section of the webpage of the responsible branch of the statistics office).

Category 2: groups or associations of local public authorities and functional areas

Any association or group of authorities (incl. groups of municipalities, national/regional associations of urban authorities, territorial pacts, development districts, cross-border associations or groupings as well as authorities without formalised cooperation agreements but willing to apply together) is eligible, if the population of each individual authority involved is less than 100,000 inhabitants.

Associations and groups of local authorities shall identify a **main public authority** to act as the applicant and list the others as **associated authorities**. In the self-declaration form, the LAU codes and corresponding population numbers will be required for the main authority, who acts as the applicant, and for each of the associated authorities. The relationship between the main and the associated public authorities does not need to be formalised.

Category 3: public entities aggregating multiple municipalities/local authorities, officially recognised as a tier of local government
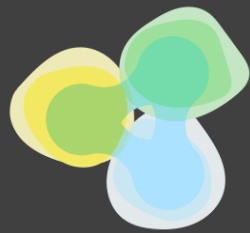
Public entities which encompass several municipalities/local authorities are eligible, if every individual member authority administers less than 100,000 inhabitants – as listed in the Correspondence table.

Such entities must fulfil the following criteria:

- Officially recognised as a tier of local government (different from the regional and provincial levels) by the national law, with the obligation for municipalities/local authorities to join the supra-municipal organisation;
- Composed only by local public authorities (not included are associations involving non-public institutions such as universities, chambers of commerce, etc.);
- Have a specific political (with indirect representation of the municipalities involved) and administrative (dedicated staff) structure;
- Have specific legal competences for the design and implementation relevant for the project.

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[2] This is the case for municipalities/city councils in Portugal, Ireland, Greece, Malta and Latvia where the Eurostat definition of LAU does not correspond to municipalities/city councils but to infra-municipal units (parishes) or statistical units (electoral wards).

Such entities will be required to guarantee that this is the case in the self-declaration form that will be used for the eligibility checks. They should submit only the LAU code(s) and the population size of their largest member authority, in terms of inhabitants.

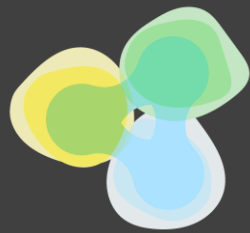Some of the examples of public entities aggregating multiple local authorities in organised agglomerations are:

- France : Métropoles, Communautés Urbaines, Communautés d'Agglomération, Communautés de Communes, Etablissements Publics Territoriaux (EPT)

- Italy: Città Metropolitane and Unione di Comuni

- Germany: Landkreis

- Spain: Mancomunidades, Diputaciones

- Portugal: Comunidades Intermunicipais (CIMs)

Four Action Areas

Your project idea must contribute to *at least* one of the four action areas that this call covers:

1. **Renovation of existing buildings and public spaces in a spirit of circularity and carbon neutrality:** Project proposals focusing on renovations with full circularity in mind, demonstrating the re-use and recycling of materials as well as inclusiveness and accessibility through the functionality.

2. **Preservation and transformation of cultural heritage:** Project proposals aiming to preserve cultural heritage, enhance access or transform it with a high social purpose and a low carbon footprint. The project ideas may also cover aspects of the local development strategy linked to the heritage.

3. **Adaption and transformation of buildings for affordable housing solutions:** Project proposals focusing on adaptation and transformation of buildings through the innovative techniques, materials and sustainable building process to mitigate climate change and make houses more affordable and inclusive. The projects proposals may also cover innovative housing solutions that responds to temporary urgency needs with high aesthetic and sustainable standards.

4. **Regeneration of urban and rural spaces:** Project proposals of territorial regeneration that combine sustainability, aesthetics and inclusion. They may focus on regeneration of abandoned or challenged areas in cities or towns, upgrading of public spaces in rural or urban areas, aiming at overcoming segregation and giving access to places, promoting new social interactions and uses.

Maturity requirements

This call provides support to project ideas by incubating them towards a detailed, full-fledged implementation roadmap. To profit from this support, the applicants need to have taken some initial steps and comply with minimal maturity requirements. This means that the applicant has:

- identified the physical infrastructure or public space and selected the idea on how to reconvert it in line with the New European Bauhaus values and principles;
- secured the support and political commitment to the project idea.

3.3. Selection criteria at a glance

The quality of applications will be analysed in depth during the selection process, based on a set of criteria that included the following four dimensions: core values of New European Bauhaus (Sustainability, Aesthetics, and Inclusion), further added value of the project (benefits for the area and replicability), participatory and transdisciplinary approach, and project design.

Figure 1 Overview of the composition of the selection criteria

Each criterion is attributed a maximum possible score, the total being a maximum of 26 points, as illustrated in the figure below.

Colour	Criteria category (max 26)
	NEB core values (max 12)
	Added value (max 6)
	Participation & transdisciplinarity (max 4)
	Project design (max 4)
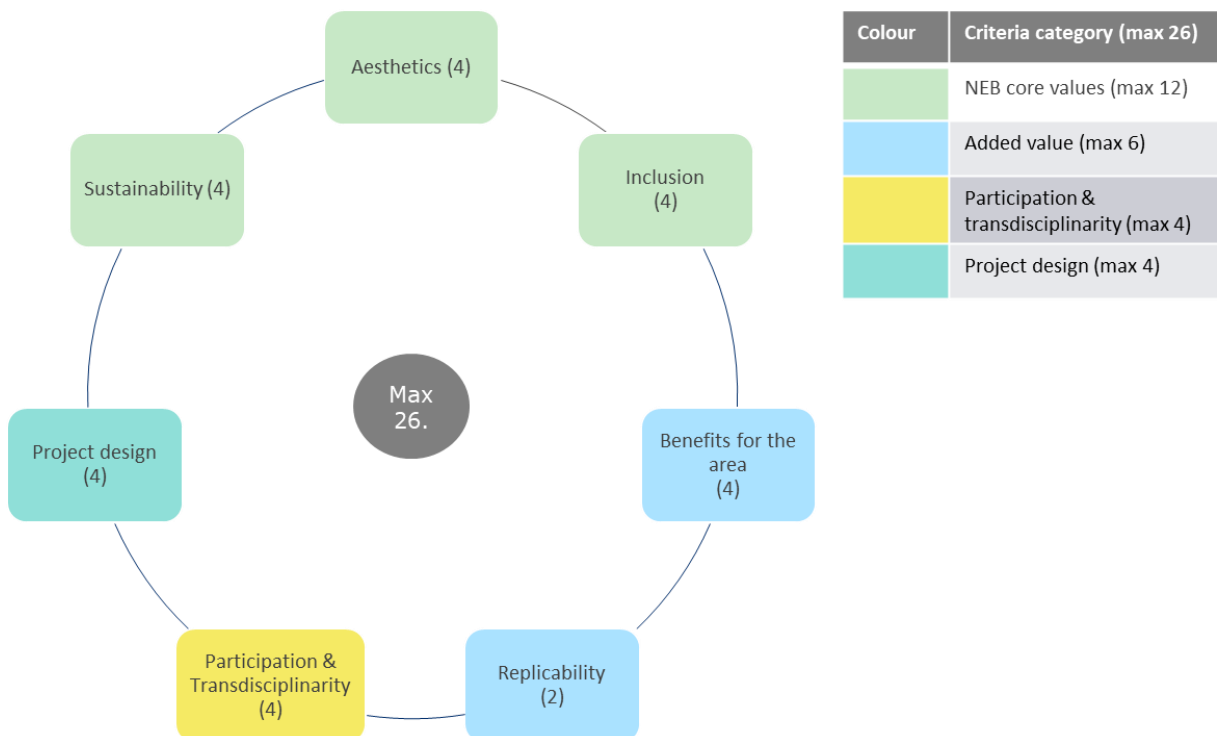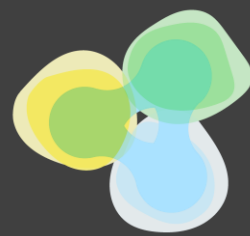
3.4. Explanations regarding the selection criteria

The criteria description is provided in the Table 2. If you are looking for detailed information or inspiration on a certain criterion, please consult Annex 1.

Table 2: The scoring matrix with the short description of criteria and their relative importance (i.e., weighting).

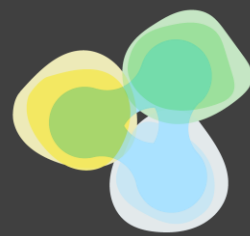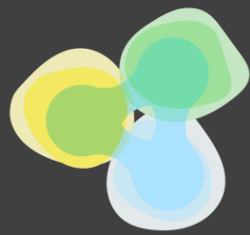| Criteria	Short description	Weighting
Core values of New European Bauhaus		max. 12
Sustainability	Project proposals are expected to present a strong potential to address the dimension of sustainability. Proposals should show ambition in seeking to reduce the environmental impact of human activities and to re-connect people with nature through choices regarding the localisation of the project, the functions developed, the material used, and the energy solutions. The applicants can demonstrate their search for exemplarity through different aspects, that can be: reduction of the use of resources and curbing pollution; advancing circularity, carbon-neutrality, eco-design and nature-based solutions; promotion of economic activities respectful of the limits of natural resources. They can also help re-introduce experiencing nature to living spaces, providing health and recreational benefits, and promote awareness of the significance of natural environment to societies.	max. 4
Aesthetics	Project proposals are expected to present a strong potential to address the dimension of aesthetics, that is, value beauty and style, increase the quality of experience and promote aesthetical value beyond mere functionality in infrastructure elements or public spaces. Through aesthetical and cultural means, they should contribute to increased sense of belonging and place-based pride and be a good fit for the overall spatial context and architectural style (while not necessarily emulating the latter). Cultural assets (heritage, arts, local craft, know-how, etc.) and specific aesthetic experience of a place are unique, and projects can connect innovative aesthetics to the cultural heritage of a place. Cultural and artistic events can be used to enhance social interaction and to rethink nature's value, thus additionally acting as catalyst for the other New European Bauhaus values.	max. 4
Inclusion	Project proposals are expected to demonstrate ambition and potential in promoting inclusion as their result. This can be accomplished through actions that valorise diversity, equality and social inclusion; that promote Design For All principles; and that increase accessibility, affordability and togetherness. This includes combating spatial segregation and isolation, increasing opportunities for different parts of the community to come together and exchange, supporting vulnerable members of the community, and promoting accessibility of key services, amenities and spaces of social interaction for everyone.	max. 4

Further added value		max. 6
Benefits for the community	In fostering the New European Bauhaus values, the project ideas should demonstrate how they benefit their hosting communities and contribute to tackling the specific structural challenges of their area and population. To achieve this, projects should be well-integrated in the existing spatial context. Therefore, the call encourages applicants to show if their ideas are aligned with existing territorial plans, programmes or strategies, and also to indicate if these strategies are linked to the European Regional Development Fund or any other EU initiative. Furthermore, proposals should indicate if they transcend administrative borders and foster cooperation across administrative units in order to jointly respond to shared challenges. For instance, such can be projects in functional areas that transcend the boundaries of a municipality.	max. 4
Replicability	The project proposals should reflect upon which solutions and experiences could be applied by public or private actors in other locations – albeit in an area in geographical proximity or in any other EU Member State. Therefore, the project owners should indicate how they intend to integrate the dimension of replicability, ensuring that lessons can potentially be provided to municipalities, authorities or functional areas that might follow its example. For this, they should indicate if, e.g., the challenge addressed has a Europe-wide relevance, if the resources needed for the implementation of such projects can be found in other local contexts and if the project can be scaled up (if applicable).	max. 2
Participatory & transdisciplinary approach		max. 4
	The project proposals need to demonstrate a strong potential to take an ambitious participatory and transdisciplinary approach – key principles of New European Bauhaus. Project proposals should envisage a broad participation of different groups and stakeholders in different phases (co-design, implementation), build on various areas of expertise and disciplines, and ensure co-leadership and ownership by citizens. Specific focus should be on involving actively the current and prospective users of the infrastructure element or public space in question, while making an effort to involve groups that are usually more difficult to reach. Projects also should strive to bridge the silos between viewpoints and professions, institutions, policy areas and knowledge domains. The applicants should state clearly what actors have been involved already and in what way, if applicable, additionally to describing future stakeholders and partners.	
Project design		max. 4
	To profit from the incubation support, the project proposals should have a sound overall set-up that enables them to pursue their vision effectively. While the specifics of the project design will be elaborated as part of the support services, the proposals should have the right foundations in this regard, showing promise for successful implementation of transformational action. That is, applicants should demonstrate that they have considered key aspects of project viability and are able to secure the framework conditions for the incubation phase and beyond. This includes conditions for a successful collaboration within the expert team. Furthermore, the project proposals should consider from the very beginning what project design can ensure a long-lasting impact.	
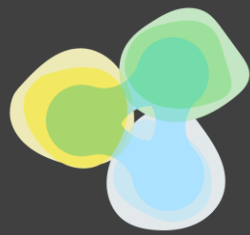
4. Evaluation and selection process

This section explains how the process of selecting the winners is organised. The process of selection will have the following phases:

- **Screening:** The applications received by **23 May 17:00 CEST** will be screened to establish whether they comply with the eligibility criteria, whether the answers to the open questions are understandable, logical and pertinent to the question and whether the documents uploaded are correct and reliable.

- **Evaluation:** The applications that passed the screening will be evaluated according to the "four eyes principle", i.e. by two evaluators whose expertise jointly covers the three values of New European Bauhaus and who work independently of each other. All evaluators will follow the same guideline in their scoring and briefly document their reasoning in writing. If the scoring by the two evaluators differs in more than 13 points, the proposal will enter a re-evaluation round where the evaluators can discuss and possibly correct their scoring. The total scoring points will establish the rank of the proposal.

- **Final selection:** The evaluation will result in a shortlist of a maximum of 40 best-scored proposals. This list will be presented to the Selection Committee of high-level experts of the of New European Bauhaus movement. The Committee will then select 20 proposals they deem most suitable to receive the incubation support, striving for a balanced representation of different kinds of spaces and places across the EU, with regard to geographies and socio-economic conditions.

- **Notification:** All applicants will be notified by **the end of July 2022** on whether they have been selected among the 20 winning project ideas, short-listed or not. The project owners of the winning project ideas will be contacted with specific next steps to proceed towards the technical assistance phase.

ANNEX 1: Detailed description of the selection criteria

1. New European Bauhaus core values

Sustainability

Project proposals are expected to present a strong potential to address the dimension of sustainability. Proposals should show ambition in seeking to reduce the environmental impact of human activities and to re-connect people with nature through choices regarding the localisation of the project, the functions developed, the material used, and the energy solutions. Any of the following elements, cumulatively or not, could represent the dimension of sustainability. At the same time, it is not limited to this list, and it is up to the applicants to describe the sustainability benefits of their specific project idea:

General

- Moving beyond a human-centred to a life-centred perspective;
- Promoting regeneration natural ecosystems, preventing the loss of biodiversity; improving air, water and soil quality and overall living conditions re-using or recycling waste;
- Strengthening economic activities respectful of the limits of natural resources;
- Innovative solutions based on "mimicking" elements found in nature;
- Seeing infrastructure not only in its societal and economic function, but as embedded and interacting with the natural environment, and aiming for a harmonious interaction;

Settlement structure and rethinking public spaces

- Promotion of city models of social, proximity and circular economy;
- Preservation or renewal of green (public) spaces and their use as connecting elements/common and shared spaces in a municipality or functional area;
- Spatial planning: avoid new land take by reusing existing but empty buildings, avoid urban sprawl by reinvigorating urban centres and revitalizing existing spaces;
- Building urban green corridors for active mobility to rethink transport infrastructure and shifting mobility patterns;

Built environment

- Preservation or renewal of a built environment employing innovative materials and nature-based solutions as well as promoting products with clear environmental performance and circular economy benefits;
- Preservation or renewal of a built environment that gives the feeling or experience of being part of nature;
- Energy use reduction measures in renovated buildings;
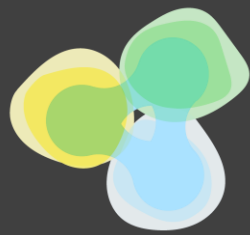
- Saving resources through the use of reused, recycled and recyclable components; recovered and renewable materials; sustainably produced and procured nature-based building materials, such as wood, bamboo, straw, cork or stone.

Aesthetics

Project proposals are expected to present a strong potential to embody New European Bauhaus value of aesthetics. The projects can pursue any of the following dimensions of aesthetics and beyond. At the same time, it is up to the applicants to describe the aesthetical benefits of their specific project idea.

- **Style and design:** valuing beauty and style and promoting aesthetical value beyond mere functionality in the infrastructure elements or public spaces they reconvert. This could mean:
  - o The design elements used in the project are in relation to the space or functions, such as the use of a specific style or design to enhance cooperation.
  - o The project design explicitly addresses issues related to visual comfort or the quality of experience.
  - o The project increases the aesthetical value of a place through art.
  - o The project promotes non-intrusive approaches preserving and underlining the beauty of the place and a congruent match in the overall aesthetics and style of the place (landscape integration).

- **Context valorisation and adaptation:** using aesthetical and cultural means to increase the sense of belonging and place-based pride and to be a good fit for the overall spatial context and architectural style (while not necessarily emulating the latter). This could mean:
  - o Project adapts to the specific local past as well as current socio-cultural reality and connects innovative aesthetics to the cultural heritage of a place.
    - ▪ E.g., preserving or renewing built environment in a way that harmoniously links and restores heritage with its modern function
  - o Project considers the heritage and local uniqueness, the "sense of the place", both in terms of people, material and cultural history or way of doing things.
    - ▪ E.g., reconstruction, renovation and renewal of the built environment celebrating authenticity and local identity, paying attention to the use of materials and leveraging the potential of craft.
    - ▪ E.g., reconstruction, renovation and renewal of the built environment, embracing current demographics, cultural and artistic dynamics, and lifestyles.

- **Sensorial and emotional experiences:** increasing the quality of experiences. This could mean:
  - o The project seeks to stimulate or create certain emotions or sensorial experiences through its design.
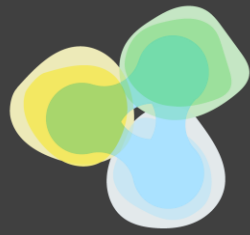
o By creating strong experiences, the project aims to enhance social interactions, improve conditions for a healthier life and help rethink nature's value.

o The project uses enhanced experiences to underline the potential of how a place and a community could develop.

Inclusion

Project proposals are expected to demonstrate ambition and potential in promoting inclusion as their result. This can be accomplished through actions that valorise diversity, equality and social inclusion; that promote Design For All principles; and that increase accessibility, affordability and togetherness. Through this, the projects should promote the sense of belonging and help give a "meaning" to places and communities. Overall, they should build bridges within the community and promote solidarity.

Inclusion can be represented in the end result in different ways[3]:

- In culture – e.g. creating a sense of belonging, local distinctiveness, intergenerational exchanges, making people feel included;

- In economic aspects – e.g. affordable housing, affordable energy or mobility solutions;

- In the environment – accessible housing, connecting different places through physical or digital mobility solutions.

Inclusion may encompass but is not limited to the following aspects. It is up to the applicants to describe the inclusion benefits of their specific project idea:

- Reconstruction, renovation and renewal of the built environment to bring communities closer together and address the specific needs of vulnerable groups and individuals, such as those at risk of exclusion or poverty or experiencing homelessness;

- Development of ambitious social and inclusive housing projects, e.g.

    o transforming and adapting buildings through the innovative techniques, materials and sustainable building process to make houses more affordable and inclusive;

    o Innovative housing solutions that respond to temporary urgent housing needs with high aesthetic and sustainable standards;

    o Establishments that bring together different communities and/or functions (housing, education and training, etc.) in one setting;

- Application of the Design for All principles in the redesign of the built environment to remove accessibility barriers for vulnerable groups, people with disabilities, and the aging population;

- Adaptation or renewal of a built environment designed to restore pride and celebrate diversity;

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[3] To achieve an inclusive result, the process of design and implementation of projects as well as in the partnership and governance structures of projects need to be inclusive, too. These aspects are reflected upon in depth under the criterion of participation and transdisciplinarity.
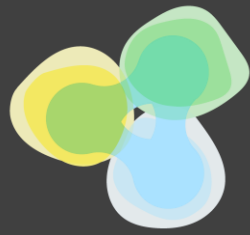
- Repurposing of spaces for positive intergenerational exchange and community building while ensuring affordability and accessibility;
- Ensuring affordability of project activities and benefits for the community, sharing of costs, e.g. contributions from local businesses;
- Connecting different entities and people, both through physical infrastructure and digital tools.

2. Further added value

Benefits for the area of location

The applicants should specify which benefits to the community their project renders. Furthermore, the projects should be well-integrated in the existing spatial context of the area of their location, tackling the specific structural challenges the area faces. Specifically, applicants could indicate the following, if applicable:

- **Community benefits:** Projects should describe as specifically as possible how the community life will be improved due to the implementation of the project in the longer term, additional to promoting New European Bauhaus values.[4]

- **Linkage to the structural challenges of the area:** Projects should reflect on how they contribute to tackling the specific structural challenges that the area of their location faces.

- **Alignment with local and regional strategies:** Projects should be anchored in existing local or regional plans or be part of a wider territorial strategy. If applicable, the existence of local development strategy or planning documents (local cultural, environmental, urban development plans etc.) can be indicated, within which the project is strategically embedded, ideally providing links to relevant programmes or plans. It should further be indicated whether this plan, strategy or programme is linked to the European Regional Development Fund or any other EU initiative.

- **Fostering action across administrative borders:** Projects that transcend administrative borders and foster cooperation across administrative units in order to jointly respond to shared structural challenges of the area are encouraged. For instance, such can be projects in functional areas that transcend the administrative boundaries, e.g. of a municipality.

Replicability

The projects should reflect upon which solutions and experiences can be applied by other public or private actors in other locations – albeit in an area in geographical proximity or in any other EU Member States. Therefore, the project should indicate which lessons it can potentially provide to municipalities, authorities or functional areas that might follow its example. For example, the applicant could state:

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[4] Examples could be: reducing cost of administering an outdated infrastructure element; promoting the municipality Europe-wide and attracting sustainable tourism; developing specific skills in the administration through the incubation process.
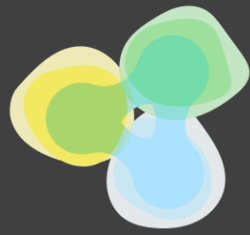
- if the challenge addressed has a Europe-wide relevance;
- if the resources needed for the implementation of such projects can be found in other local contexts;
- if the project can be scaled up;
- if there is potential for knowledge exchange activities based on the results of the project;
- what results can be potentially included in the methodological handbook and disseminated to interested stakeholders;
- if project documentation such as designs, blueprints, financing and operational plans, methodologies and procedures, can be shared (open source approach).

## 3. Participatory and transdisciplinary approach

The projects need to demonstrate a strong potential to take an ambitious participatory and transdisciplinary approach – key principles of New European Bauhaus. Such an approach is required:

- In the process of design and implementation;
- In the partnership and governance structures.

Who: To promote broad participation, transdisciplinarity and ownership by citizens, projects should work with a wide array of stakeholders. When describing their participatory and transdisciplinary approach in the application form, projects should identify specific partners and potential stakeholders and indicate to what extent the project already ensured their (political) commitment.

- This means involving **different levels and sectors** of government, all citizen groups, civil society, the academia, the private sector and the media.
    - o Specific focus should be on involving actively the current and prospective users as well as groups that are usually more difficult to reach or that might have less access and resources engage in such processes. Therefore, "not easy to reach" and vulnerable groups, including homeless, unemployed, migrants and elderly should be addressed. Gender equality is another important aspect.
- The projects should describe the actors appear in the **different circles of proximity** to the project owners – the main implementers, partners, consulting experts, primary and secondary stakeholders.
- Finally, the projects need to show ambition in building on **various areas of expertise and disciplines** in order to reflect all three New European Bauhaus areas. Projects should aim at bridging the silos between viewpoints and professions, breaking up boundaries between institutions, policy areas and knowledge domains.

How and when: The projects should reflect upon the modes in which they plan to involve these different actor groups. The projects should also consider what are the appropriate modes of stakeholder
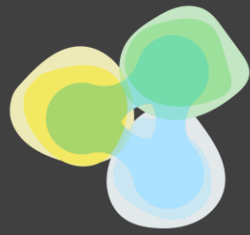
involvement according to project phases, such as co-design and in the implementation phase. The applicants should also state what actors have been **involved already** and in what way, if applicable, additionally to describing future stakeholders and partners.

4. Project design

To profit from the incubation support, the project proposals should have a sound overall set-up that enables them to pursue their vision effectively. While the specifics of the project design will be elaborated as part of the support services, the proposals should show promise for successful implementation of transformational action. That is, applicants should demonstrate that they have considered key aspects of project viability and are able to secure the framework conditions for the incubation phase and beyond. The following table describes the basic features of the project design that will be evaluated under this criterion. The table also indicates these should be substantiated.

Table 3 Elements of a sound project design and how to demonstrate them

Project design element	How to demonstrate it?
The proposals should identify clearly the intent of the project, what is the gap or challenge and how will the project help solve it.	• Text description in the field "Project description & design"
For the infrastructure element or public space identified, a specific idea for future design should exist.	• Text description in the field "Project description & design" • **Supporting document for upload**: a document of that documents visually what design you aim for your infrastructure element or public space in the future. This can vary from an architectural draft, to a visual prototype, a scheme or an artistic picture. It can combine several visuals.
The project should provide an overall implementation timeline that shows reflection on the milestones and an appropriate sequencing of actions.	• **Supporting document for upload**: a one-page timeline of your project idea that you envision in the current stage, with the main actions and milestones. You are *not* required to submit a final timeline, as it is likely to be subject to revision as part of the technical assistance.
It should have financial and human resources for effective interaction with the designated consultant team in further development of the project idea.	• Text description in the field "Project description & design" of the project team, project lead and the resources available on the part of the project owner • Specification of whether the person to act as project coordinator has appropriate experience and competency in supporting learning exchange as well as thematic expertise as well as the necessary capacity to implement the project.
The project should present reflections on securing finance for and the long-term financial viability of the project.	• Text description in the field "Project description & design"
The project should identify partners and potential stakeholders, ensuring their sufficient (political) commitment as far as possible at this initial stage (e.g. decision in local council, declarations of intent).	• Please follow the guidance on the "participation" criterion – this field will be assessed by the evaluators to establish whether the project design is promising with regard to stakeholder and partner structure.
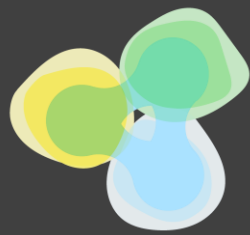
ANNEX 2: Detailed description of the documents for submission

2.1 Mandatory documents

The mandatory documents and the respective upload fields are:

Visual documentation of the status quo

You must upload the visual documentation that helps understand which infrastructure element or public space you have identified for reconverting in line with the New European Bauhaus core values. This must include photos of the present state and can further include schemes, maps and similar visualisations. For each visual, please provide a specific title, so the evaluators can grasp quickly what it depicts.

The visual material has to be submitted as one PDF file of maximum 10 MB. There is no page limitation, but please check that the resolution of the visuals in the file you have prepared for upload is sufficient. Please refrain from submitting several similar visuals, such as several pictures from the same or only slightly different angle.

Letter of support by the political representative of the applying competent public authority

The letter of support is required to prove that your project idea has already secured the political backing to go forward and that the applicant has all the legal competences necessary to implement the envisioned project. Please download and use the MS Word template to get the necessary signature. Please upload the PDF of the signed letter of support.

Self-declaration

The specific legal status, denomination and legal competences of eligible public authorities may vary greatly among the EU countries. Therefore, we kindly ask you to confirm in a self-declaration form (to download as MS Word document) that you comply with the eligibility requirements. By signing the form, you guarantee the authenticity of the information provided. This information will be checked in the screening process.

In the form, you need to submit the key data of your local public authority, including the exact legal status, LAU code(s), and the population size. Please only fill in only the fields for your relevant category 1, 2 or 3 (non-relevant parts can be deleted), and upload it as a (digitally) signed PDF document of max. 1 MB in the online application form.

2.2 Supporting documents

The submission of supporting documents is strongly recommended to receive higher selection scoring. The project set-up documents are to be submitted in **one PDF file** of a maximum total of 15 pages and 12 MB. The evaluation will consider these documents in detail, up to the indicated limit. Should you submit more than 15 pages, pages 16 and following will unfortunately not be evaluated.
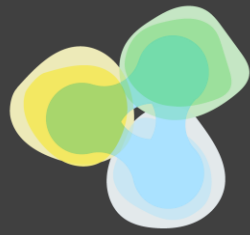
Timeline with main milestones

Please submit an initial, general timeline of your envisioned project (as you envision it in the current stage) that gives a good impression of the sequencing of main actions and milestones. It is *not* expected to be final, as it will be elaborated further as part of the support provided. The timeline document can be produced in a format of your choosing, but if required, you can use the MS Excel template. If you project already has a timeline document in English, you are welcome to submit it. However, other languages unfortunately cannot be accepted.

Visual draft, prototype or scheme of future design

Please submit a document that shows what design you aim for your infrastructure element or public space in the future. This can vary from an architectural draft, to a visual prototype, a scheme or an artistic picture. It can combine several visuals. Please make sure the resolution is appropriate and all visuals have a title, so that evaluators understand what these depict.

Documents pertaining to stakeholder participation

Please submit documents that outline how you plan to involve stakeholders in your project and document any previous stakeholder involvement, it any has already taken place. Such documents can be:

- schematic stakeholder mapping (if required, you can use the MS PowerPoint template).
- any relevant decisions or declarations of intent by key actors (e.g., neighbours, schools, youth associations, artists, university, business associations)
- documentation of participation or consultation processes, if any have already been conducted (e.g., public consultation, citizen dialogue formats).

You can use these documents to expand on the information you provide in the text field "Participatory and transdisciplinary approach". For instance, you can use graphic elements to map the stakeholders and provide links to internet sources.

Please refer in the text field to the specific documents the evaluators need to consult, if applicable. For instance, if in the text field you state that certain stakeholders have already been involved in a first consultation, please refer to the documentation you are providing for this (e.g. "See supporting documents, page 4 - Citizen dialog in April 2021").

It is important you state the names of institutions and organisations you mention rather than the general naming of stakeholder groups.