



wellbeing cities
award 2020



Applicant's Guide

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Contact: wellbeing@newcities.org



About the Wellbeing Cities Award

NewCities believes wellbeing should be at the heart of how we plan, design, and assess cities.

Cities around the world are transforming urban life by investing in public health, strong communities, a thriving and sustainable environment, smart city solutions and the local economy. They are committed to a holistic approach to planning and policymaking that puts wellbeing first.

Launched in 2018 for the first time, the Award recognizes those cities' efforts. It offers them a powerful global platform to tell their story and inspire others. It creates a global network of leaders committed to urban wellbeing.

An initiative of



Lead partner



Supporting partners



Media partners



Why apply?

- 1 Join a strong global network dedicated to urban wellbeing.**
Connect with representatives from more than **100 participating cities in 30 countries and 5 continents** online and during the annual Forum.
- 2 Share best practices with like-minded professionals.**
The Award and Forum aim to put on a global stage the most innovative solutions for urban wellbeing, allowing policy-makers, planners and leaders from around the world to **share best practices and learn from one another**.
- 3 Spread the word about your initiative.**
Last year, the work of our applicant and laureate cities generated **more than 500 media hits** on platforms such as The Huffington Post, Smart Cities World, The Monocle Urbanist podcast... On social media, our stories of urban wellbeing **reached nearly 19 million people** around the world.
- 4 Boost your work on wellbeing.**
Applying to the Award provides an opportunity to obtain feedback and reflect on the success of your initiatives for wellbeing.

Learn more! Meet our 2019 laureate cities [here](#).



Benefits to laureate cities

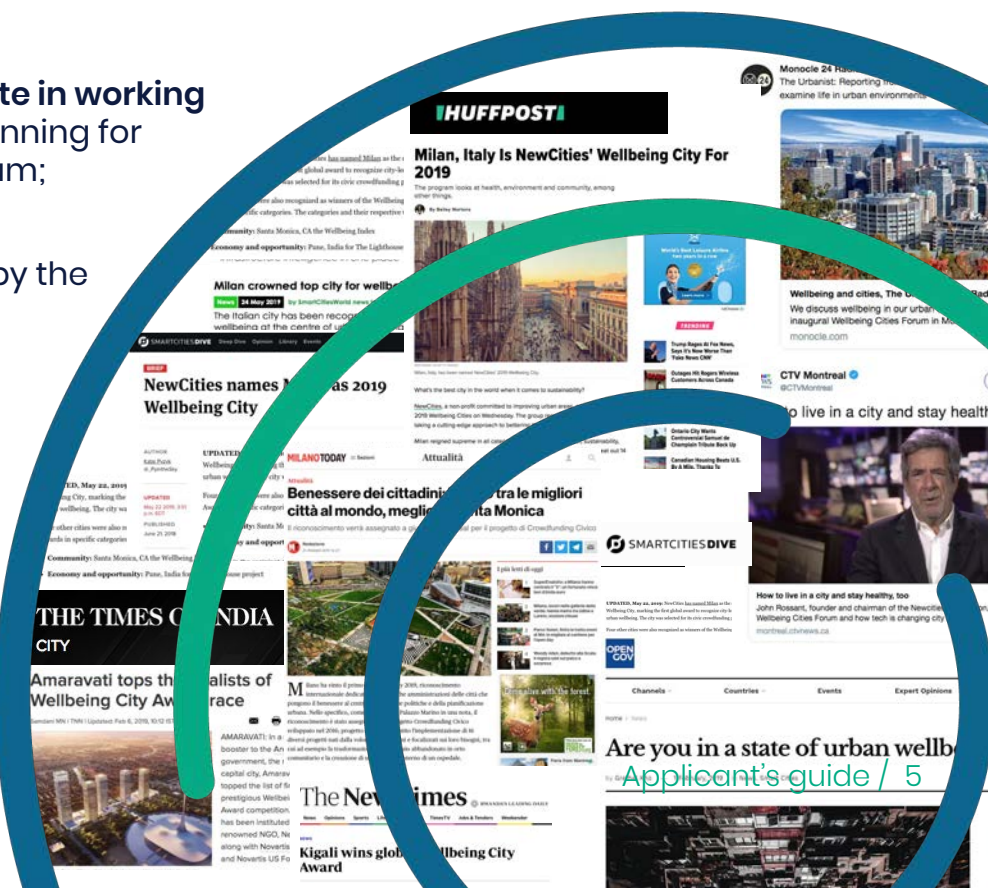
Laureates of the Wellbeing Cities Award are placed at the heart of a global conversation on a key urban issue. They are invited to take part in NewCities' activities throughout the year following their selection to promote their work on urban wellbeing.

Visibility and Media

- Promotion of their initiative in local and global media through a **dedicated media campaign** spearheaded by NewCities;
- An invitation to **showcase their initiative on a global stage** at the Wellbeing Cities Forum during a dedicated session;
- Invitations to other relevant **urban innovation events** to be organized by NewCities and partners;
- **Recognition and visibility** as Wellbeing Cities;
- Access to **NewCities' extensive network** of urban leaders worldwide.

Knowledge sharing with peers

- An opportunity to **lead a thematic workshop** during the Wellbeing Cities Forum to present their initiatives to other experts and professionals;
- An invitation to **participate in working groups** on policy and planning for wellbeing during the Forum;
- Personalized **networking opportunities** arranged by the NewCities team.



Information for applicants

The application process

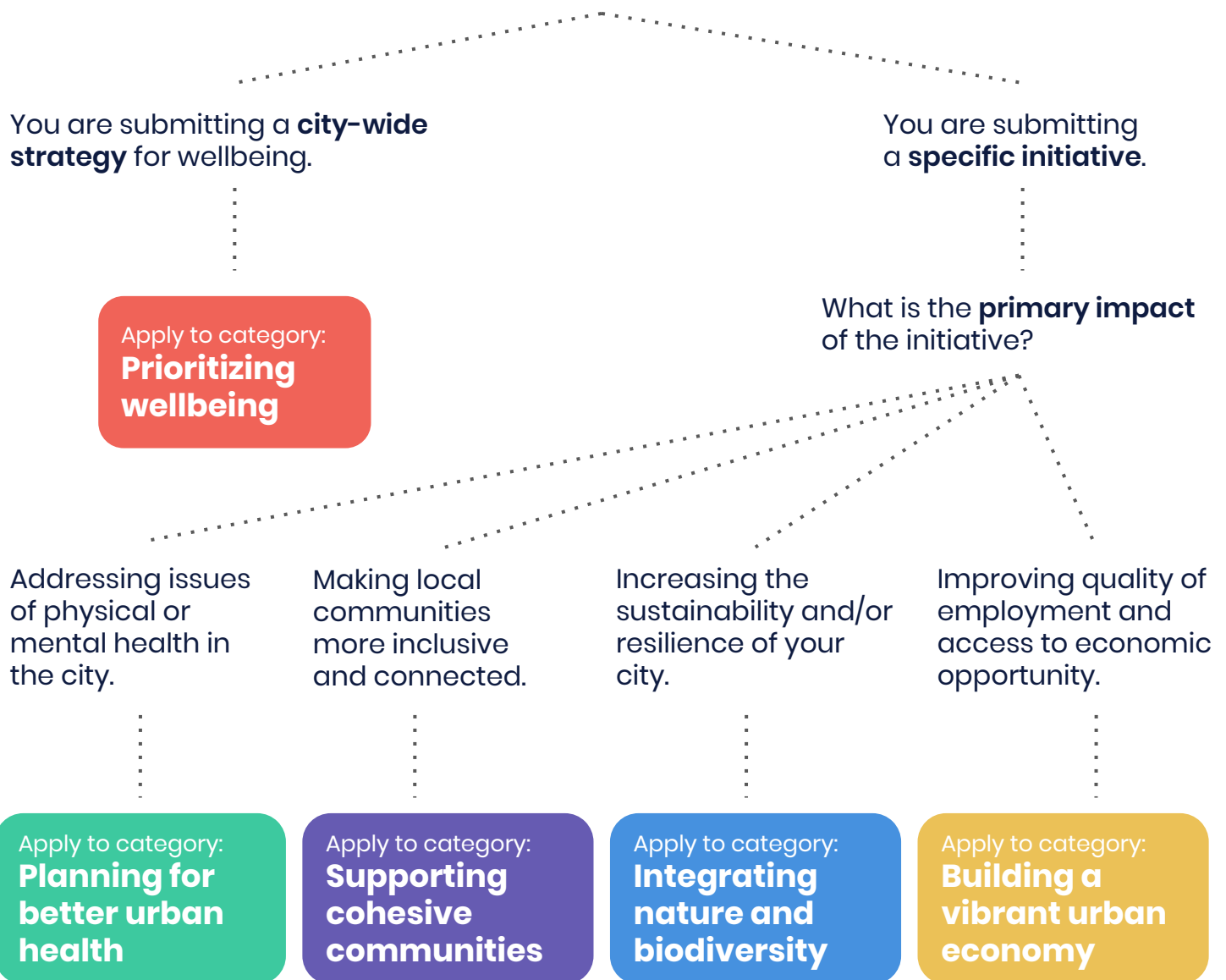


**Learn more in the section "Submitting an application", page 9.*

How to pick your category

The Wellbeing Cities Award recognizes cities across five distinct categories. Here's how to pick a category for your application.

Your city is putting wellbeing at the heart of its policy and planning: **apply to the Award by February 5th, 2020!**



Need more help to make your choice? Contact us at wellbeing@newcities.org.

Criteria and grading scale

The Award seeks to recognize cities that are leveraging a holistic approach to urban wellbeing. To reflect this vision, applications are evaluated and graded on a scale of 7 along the following criteria.

Criteria \ Grades	1...	...4...	...7
Achievement The application demonstrates a comprehensive understanding of its strategy/initiative's objectives and impact.	No clear roadmap for rollout. Little to no measuring tools or evidence to support impact evaluation.	Some objectives identified. Basic measuring tools identified to support impact evaluation.	Objectives and long term roadmap for scaling the strategy/initiative have been identified. Comprehensive plan to measure impact of initiative and clear analysis of results.
Inclusivity & collaboration The implementation of the strategy/initiative demonstrates strong engagement of the local population and cross-sector collaboration.	Little to no collaboration with other actors. Little to no consideration of various stakeholders.	Some evidence of stakeholder engagement and collaboration. Definition of urban wellbeing is inclusive and reflects diversity of needs.	Demonstrated active engagement of local stakeholders and multiple sectors. Approach is inclusive and reflects diversity of needs, notably of minorities.
Leadership The city is fully committed to improved wellbeing as a desired objective of its interventions.	No clear commitment to improving the wellbeing of residents. Stand-alone strategy/initiative, lack of integration into a wider vision.	Evidence of some reflection and commitment to urban wellbeing. Some integration of activities into a larger strategy around urban wellbeing.	Wellbeing identified as a clear objective. Clearly articulated, holistic and exhaustive commitment to wellbeing at the city scale.
Inspiration The strategy/initiative is scalable and the application demonstrates efforts to share best practices with other city leaders.	No actions taken (or plan) to share experience and best practices with other cities.	Evidence of participation in activities to share experience and best practices with other cities.	Demonstrated active collaboration with other actors to replicate the strategy/initiative.

Submitting an application

Before you start

We ask that you read this Applicant's guide and the [Terms and conditions](#) attentively before you start filling your application.

Accessing the application form: All applications to the 2020 Wellbeing Cities Award should be submitted on the dedicated application form [at this link](#). No other applications will be considered. The platform allows you to save and return to your form by saving a link.

Eligible initiatives or strategies: Applications to the Wellbeing Cities Award should present an initiative or strategy that is either **planned, ongoing, about to close with tangible outcome, or that ended after December 1st, 2017**.

Though they may be the result of collaboration between various actors, the presented initiatives or strategies must be implemented primarily by a municipality.

Contents of the application form

The following pages provide an outline of the various sections from the application form of the first round of the 2020 Wellbeing Cities Award.

Welcome page: Important information

An important section in this page asks that you commit to arranging the participation of your city's Mayor or another senior elected official at the Wellbeing Cities Forum on June 16–17th, 2020 in Montréal, Canada. The presence of your city is required at the Forum should it be selected in the second round of the application process.

Part 1: Contact information

This section invites you to identify a contact point from your organization (mandatory) and a communications contact (optional).

Contents of the application form (continued)

Part 2: About your city

This section asks for general information on your city, such as its name, province or state, country, population size, municipal budget (in USD, optional), the name of its Mayor.

Part 3: Category

In this section, you will select the category which you are applying to. Depending on the category, you will sometimes be asked different questions in the following parts.

Part 4: Wellbeing in your city

Within the context of the Wellbeing Cities Award, wellbeing refers to a desired outcome of planning and policy which increases citizen's quality of life and which can be achieved by tackling challenges in the areas of sustainable environment, public health, community, economic opportunity.

We believe that quality of life and wellbeing can be affected in many ways, and are interested in discovering cities' various definitions of wellbeing within their own contexts.

For categories: Integrating nature and biodiversity, Planning for better urban health, Building a vibrant urban economy, Supporting cohesive communities

- Throughout your work, including the initiative you have chosen to highlight in the next section, how has your city defined the concept of wellbeing? (Max 100 words.)
- The challenge: Based on the category you are applying in, please define the challenge you decided to tackle with your initiative. How is it affecting the wellbeing of your citizens? (Max 150 words.)

For category: Prioritizing wellbeing

- How does your city define wellbeing? (Max 100 words.)
- What is/are the main challenge(s) affecting wellbeing in your city? (Max 200 words.)

Contents of the application form (continued)

Part 5: Overview of your initiative or strategy

- What is the name of your initiative or strategy?
- Is your initiative or strategy planned/ in execution/ about to close with tangible outcome/ finished?

For categories: Integrating nature and biodiversity, Planning for better urban health, Building a vibrant urban economy, Supporting cohesive communities

- Elevator pitch: Please describe your initiative. What is the proposed solution to the identified challenge? What are the main steps of implementation? It should be clear how your initiative fits into the category. (Max 200 words.)

For category: Prioritizing wellbeing

- Elevator pitch: Please describe your strategy of wellbeing: what solution(s) is your city implementing to improve wellbeing? What are the main steps of implementation? (Max 200 words.)

In the next 4 sections, you will be asked to detail your initiative in response to the 4 selection criteria of the Award: achievement, inclusivity and collaboration, leadership, inspiration. The criteria and the grading scale are described on page 8 of the Applicant's guide.

Part 6: Criterion 1: Achievement

For categories: Integrating nature and biodiversity, Planning for better urban health, Building a vibrant urban economy, Supporting cohesive communities

- Timeline and steps of implementation: Please describe the timeline of the initiative. This should cover the start of implementation, ending, and the major steps. (Max 300 words.)
- Measuring the impact: What indicators are you using to measure the success of your initiative and its impact on your residents' wellbeing, specifically when it comes to the category you are applying in? What results and impacts have you observed so far? (Max 200 words.)

Contents of the application form (continued)

For category: Prioritizing wellbeing

- Implementation and timeline: Please describe your strategy's implementation and expected timeline. You may describe related initiatives that are part of the global strategy. (Max 300 words.)
- Indicators: What indicators have you identified to measure your residents' wellbeing? How are you integrating the indicators in the implementation of your strategy? What are some of the observed results? (Max 300 words.)

Part 7: Criterion 2: Inclusivity and collaboration

- What stakeholders did you identify when designing the initiative/strategy and how did you include them in the process (from conception to implementation)? Did you actively collaborate with community stakeholders and/or partner with organizations from other sectors (private, non-profit, etc.)? (Max. 200 words.)

Part 8: Criterion 3: Leadership

For categories: Integrating nature and biodiversity, Planning for better urban health, Building a vibrant urban economy, Supporting cohesive communities

- Within and beyond the scope of this initiative, how is your administration committing to wellbeing as an objective of policy and planning? You may give some examples of other initiatives to support your answer, and also indicate how the initiative presented in the previous sections fits into your strategy. (Max 300 words.)

For category: Prioritizing wellbeing

- Please describe some examples of how your strategy has been rolled out and implemented. Your response can include related initiatives and programs that are committed to your vision of wellbeing and are actively contributing to promoting the wellbeing of your residents. (Max 300 words.)

Contents of the application form (continued)

Part 9: Criterion 4: Inspiration

For categories: Integrating nature and biodiversity, Planning for better urban health, Building a vibrant urban economy, Supporting cohesive communities

- Have you engaged in activities to share your experience with this initiative and best practices with other cities? Have there been talks with other cities or actors to replicate the initiative in another context? (Max 200 words.)

For category: Prioritizing wellbeing

- Have you engaged in activities to share your vision of wellbeing, your experience and best practices with other cities? Please elaborate. (Max 200 words.)



Frequently asked questions

Who can apply?

Who can apply to the Wellbeing Cities Award?

Applicants must:

- Be representatives of a city or of a regional or national authority that coordinates and works with cities in a given territory;
- Describe an initiative or strategy that has been implemented in a city and that aims to improve the wellbeing of its residents;
- Submit applications on behalf of a single city.

The application must be approved by a senior staff member or elected official who has the authority to enroll the city in the Wellbeing Cities Award.

Can I apply on behalf of a partnership (e.g. two or more cities, city and regional government, city and business, city and nonprofit organization, etc.)?

If the presented initiative was implemented by a consortium of actors, e.g. the municipal authority together with a group of local businesses and/or non-profit organizations, it is eligible to be submitted for evaluation in the Wellbeing Cities Award. In this case, the application form should reflect the role of supporting partners of the initiative and clearly describe the role of the city as the lead partner.

Initiatives in which the city played a secondary role will not be considered.

Additionally, the application must be submitted on behalf of the City and be approved by a senior staff member or elected official who has the authority to enroll the City in the Wellbeing Cities Award.

My city applied to the 2019 Wellbeing Cities Award. Can we submit an application to the 2020 edition?

We accept applications from former applicant cities and former finalist cities.

Initiatives that were presented in the 2019 edition may also be presented in the 2020 edition.

Laureate cities of the 2019 Wellbeing Cities Award cannot apply to the 2020 edition.

I do not work for or represent a city. Can I submit an application?

You may not submit an application if you are a private citizen and if you do not work for or represent a city in any capacity.

However, if you know of a city or initiative that you think deserves to be highlighted by the Wellbeing Cities Award, you can nominate it by writing to wellbeing@newcities.org.

I work for a national or regional authority. Can I submit an application?

You may submit an application if you are a representative of a regional or national authority that coordinates and works with cities in a given territory.

However, the application must be submitted on behalf of the city and be approved by a senior staff member or elected official who has the authority to enroll the city in the Wellbeing Cities Award.

Contents of the application form

Can I apply to several categories?

Each applicant may submit up to two initiatives under two different categories. In order to do so, two application forms must be submitted.

A city may be a finalist under one category only, meaning only one of the two applications may be selected for the second round of applications (at the discretion of the evaluation committee).

Is it free to apply?

There are no fees to enter the Wellbeing Cities Award.

Can I submit my application in a language other than English?

We will only accept applications in English. If you submit your application in another language, we will ask you to translate the application to English.

What questions are in the application form?

This Applicant's guide outlines all the questions contained in the application form on pages 9 to 13.

How will you evaluate my application?

Applications will be evaluated out of 7 points along the following criteria:

- **Achievement:** The application demonstrates a comprehensive understanding of its strategy/initiative's objectives and impact.
- **Inclusivity and collaboration:** The implementation of the strategy/initiative demonstrates strong engagement of the local population and cross-sector collaboration.
- **Leadership:** The city is fully committed to improved wellbeing as a desired objective of its interventions.
- **Inspiration:** The strategy/initiative is scalable and the application demonstrates efforts to share best practices with other city leaders.

You will find a detailed grading scale on page 8 of the Applicant's guide.

Can I save and return to my application form later?

The online application platform allows you to save your answers on the form if you wish to finish completing it at a later date. Remember to save the link your form – and you may also contact the NewCities team at wellbeing@newcities.org if you have lost access to it.

After submitting an application

What happens after I submit my application?

Once you submit your application to the first round of evaluations, you will receive a confirmation email. Please reach out to our team at wellbeing@newcities.org if you did not receive the confirmation email.

We will update you on your status once we have reviewed your application, which will take a few weeks.

Will I get feedback on my application?

If you wish to receive feedback on your application, please sign up for this by ticking the dedicated box in the application form.

About the Wellbeing Cities Forum

When and where will the Wellbeing Cities Forum take place?

The 2020 Wellbeing Cities Forum will take place on June 16–17th, 2020 in Montréal, Quebec. [Visit our website](#) to find out more and to notify us of your intention to attend.

Will I be invited to attend the Wellbeing Cities Forum?

All applicants of the Wellbeing Cities Award will be invited to join us at the Wellbeing Cities Forum, and we insist particularly on the presence of laureate and finalist cities. The program will include specific speaking roles and workshop opportunities for finalist and laureate cities.

Is there a fee to attend the Wellbeing Cities Forum?

No. Registration to the Wellbeing Cities Forum is complimentary for all public sector participants. Unless specifically instructed by NewCities, participants are responsible for their travelling, accommodation, and visa costs if applicable.



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Lead partner



Supporting partners



Media partners



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www.newcities.org



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