CLIMATE SMART URBAN DEVELOPMENT OPEN DATA CHALLENGE

APPLICATION GUIDE

November. 2017

We believe in creativity and innovative minds. We believe in power and willingness of local communities to change their future. Join us to find together solutions for climate change resilient communities!

TABLE OF CONTENT

Republic of Serbia
MINISTRY OF
ENVIRONMENTAL
PROTECTION

Empowered lives.
Resilient nations.

What is Open Data Challenge?

Open data is data that anyone can access, use and share. "Open data refers to digital data that is available online, for free or at a marginal cost, for anyone to use and republish for any purpose, and in a format, that can be readily processed and analyzed by computers. Open data initiatives in many cases refer to turning data that is already publicly available into formats that can be reused, making it a powerful resource for private sector, development, jobs creation, economic growth, and more effective governance and citizen engagement. Open data has been recognized as the key enabler for achieving the post-2015 UN Sustainable Development goals." It provides an essential basis and building block also for climate smart urban development initiatives.

Climate Smart Urban Development (CSUD) Open Data Challenge is a call for innovations addressed to local self-governments. One of the main issues related to monitoring the impact of climate changes in local communities is the availability and quality of data and information from different sectors, such as energy production and consumption, transport, waste management, agriculture etc. This data is essential for efficient local planning and decision making and for providing quality services to their citizens, as well as attaining the development goals in each municipality. In order to make the best use of such data, it should be presented in such a way that anyone can easily understand and make good use of it. The rapid development of information and communication technologies (ICT), the increasing information needs and new technical possibilities globally encouraged open information sharing by public authorities. This "open data" approach improves the transparency of public decision making and raises the question how to deliver communal services in a more cost-effective, socially acceptable and/or environmentally friendly way, as well enable new innovations that may use the available data.

If you are aiming to improve municipal data management for development purposes and improve the quality of life of citizens in your local community, then this challenge is the right one for you!

The Ministry of Environmental Protection and United Nations Development Programme UNDP are seeking for smart cities/communities and open data possibilities, and launching a comprehensive:

Challenge for proposing innovative, smart and cost efficient (best value for money) ideas/solutions to enable simple, fast and user-friendly public access to municipal climate change related data and improve this data management.

Why we started this challenge?

➢ Climate change is already changing the environment, the economy and impacting our way of living;
➢ There is a notable increase in occurrence of extreme weather conditions, losses and damages caused to crops, houses, property and lives;
➢ The rapid development of information and communication technologies (ICT), the increasing information needs and new technical possibilities globally encourage open information sharing by public authorities;
➢ To improve the monitoring of the impact of **climate change in local communities**;
➢ To **improve the availability and quality of data on greenhouse gas (GHG)** emissions from different **sectors** and make the best use of this information;
➢ To enable transparent and effective local planning and decision-making, deliver communal services in a more cost-effective, socially acceptable and environmentally friendly way, in order to ensure climate change resilient development;

Why should you participate in Open Data Challenge?

• To support the development and establishment of comprehensive data/information management systems!
• To attract investments, as investors look for up-to-date information to understand available opportunities for profit and benefits stemming from the investment!
• To learn how to: introduce ICT into city management systems; put in place digital inventories and tools to gather data and monitor actions; make this information easily accessible by the public; use and manage open data for economic benefits and social good;
• To review the current monitoring and information management systems, related institutional arrangements and data collection procedures, in sectors such as energy, transport, construction, urban planning, water and waste management;
• To involve citizens in decision making processes, planning and development;
• To gain visibility at the regional and national level and be recognized as frontrunners in Serbia in the climate resilient local development;
• To build reputation as modern and progressive local government, leading the way for others to follow!

What is innovation in data management?

- Development and application of ICT and software solutions for data management (involving community and end-users);

- Involving citizens into decision making processes, planning and information management (e.g. ease access to information on community energy management);

- Contributing to solving social issues (gender equality, marginalized groups, unemployment etc);

- Creating enabling environment for green and climate smart investments.

Process

Interested applicants shall submit the application form with a simplified project proposal describing the innovative idea for evidence-based approaches, providing information on objectives, key activities, expected outputs and outcomes, and budget.

Judging

All eligible applications received during the application phase will be screened by the judges (review committee) for completeness and adherence to the CSUD Open Data Challenge Objective.

Who can apply?

The eligible applicants are:

- ✓ Serbian cities and municipalities above 20.000 inhabitants (based on Census 2011);

- ✓ Civil society organisations, registered local community groups, private companies and research organisations registered in Serbia can also apply, but only as part of the consortia with the Serbian cities and municipalities. Cities/municipalities will be the Lead partner which is responsible for submitting application and using awards.

We are looking for beneficiary-centred, scalable, open, transparent and innovative solutions. The proposed solution needs to take into account the obligatory energy management system and the EMIS software (when applicable) as one of its core components and data sources for any energy related data, but can complement and suggest amendments to it both for the energy related data and for expanding it to other CSUD related sectors (transportation, waste, agriculture, industries etc).

Timeline

22 November, 2017 – 22 February, 2018	APPLICATION PHASE
March 1, 2018 – March 31, 2018	EVALUATION AND AWARDING THE BEST IDEAS
April 1, 2018 – October 30, 2018	INCUBATION AND TESTING PHASE
November 1, 2018 – November 30, 2018	EVALUATION
December 2018	FINAL AWARDS

I APPLICATION PHASE

From 22 November, 2017 to 28 February, 2018, 5 p.m. (CET)

Applicants are requested to fulfil the **application online** and submit them by the deadline. It is sole responsibility of the applicant to update and correct information provided through the application portal on the CSUD webpage. Reviewers will review the idea notes to ensure they are completed correctly and fulfil the eligibility criteria, before submitting them to and independent evaluation panel of judges for their review.

EVALUATION PHASE

From 1 March, 2018 to 31 March, 2018

The Panel of judges will select the best project ideas received. We will inform all the applicants which project ideas have been selected. A list of up to 10 selected ideas will be published on the internet site http://www.klimatskepromene.rs/innovation challenge and on the social networks, on March 31, 2018. The ideas selected for further development are entitled to receive financial award for the eligible hardware, consultancy and/or other costs for up to USD 10,000 for cities (up to 5 cities) and up to USD 5,000 municipalities (up to 5 municipalities).

II INCUBATION & TESTING PHASE

From April, 2018 to 31 October, 2018

The selected project idea applicant will have up to 7 months to work on developing software and data management systems. During the incubation and testing phase, the selected teams will receive further coaching and technical backstopping free of charge. Different methodologies will be used such as "Ideathon", as a way to get local self-government and ICT sector together to brainstorm different variations of the solution to the problem. One software solutions/local GHG inventory, including climate change relevant sectors and data, will be developed. Potential technical problems and challenges encountered during the process may also be addressed by subcontracting ICT experts and/or companies.

III EVALUATION OF THE BEST DATA MANAGEMENT SYSTEMS

From November 1, 2018 to November 30, 2018

The Panel of Judges will choose cities and municipalities which have demonstrated best progress and performance in launching and implementing an open CSUD data management system. Winning solutions should meet following requirements: demonstrate significant improvement on available data sets, management of data or present entirely new way to make an existing and new data available; contribution to the development of local GHG inventory, impact that final solution had on local community (end users), especially women, young and marginalized groups of people (incl. number of socio-economic co-benefits created); increased demand for quality data and sustainability.

FINAL AWARDS

December, 2018

The winning cities and municipalities will be named and receive their prize in December, 2018. We will award up to 3 cities with up to USD 20,000 and up to 3 municipalities with up to USD 10,000 for best use of data. Awards can be used only for the maintenance and further development of the management system.

Awards

In March 2018, we will award the best Project Ideas. The ideas selected for further development are entitled to receive financial award for the eligible hardware, consultancy and/or other costs for up to USD 10,000 for cities (up to 5 cities) and up to USD 5,000 municipalities (up to 5 municipalities).

All finalists will have the opportunity to continue their journey toward the development of full project through the Incubation and testing phase. Successful applicants will also have an opportunity to get expert assistance, mentorship and training. The final awards will be given to cities und municipalities, which have demonstrated best progress and performance in launching and implementing an open CSUD data management system. We will award up to 3 cities with up to USD 20,000 and up to 3 municipalities with up to USD 10,000for best use of data. We recommend to winners to use awards for the maintenance and further development of the management system.

Awarding scheme for CSUD Open Data Challenge

CSUD Open Data Challenge			
	Winners	Award	Quantity
Phase 1 (Ideas)	City	Up to 10,000 USD	Up to 5
	Municipality	Up to 5,000 USD	Up to 5
Final Award for the best data management	City	Up to 20,000USD	Up to 3
	Municipality	Up to 10,000USD	Up to 3

HOW TO APPLY

Review eligibility and evaluation criteria	Download the application form	Complete the application online	Submit

Applications must be submitted via the CSUD webpage at http://inovacije.klimatskepromene.rs before 5.p.m. on Wednesday, 28 February 2018.

Winners will be announced on 30 March 2018.

Application form

The application must be completed in Serbian and summary of the proposed project idea has to be provided in both languages, Serbian and English. It is important that you address and respond to each question clearly. When completing application form, please take into account that space provided for some questions are limited, and it is clearly stated.

The application needs to be submitted through online platform, which can be accessed on the following website: http://inovacije.klimatskepromene.rs.

Please attach the following documents in support of your application:

- The reference lists and CVs of personnel for both, the lead applicant and the team members (other applicants)

In the case, you apply as Consortia, please attach the following documents in support of your application:

- Proof of registration in the Serbian Business Registers Agency for private companies and civil society organizations (NGOs, associations, foundations),
- Draft partnership agreement,
- The reference lists and CVs of personnel for both, the lead applicant and the team members (other applicants).

Important:

- Please ensure that you upload the final and complete version of your application by the deadline.
- The application form contains specific fields and it is important that you complete each field. If any of the field is incomplete, application will be rejected.
- When populating the application form, please consult relevant evaluation criteria!

Application details	
Title	Enter the full title of the project idea
Main sectors of interest related to the CSUD Open Data Challenge	Please describe the main challenges with data management in climate change related sectors (for example transportation, waste, energy efficiency, renewable energy resources, agriculture).
Name of local self-government	Enter the full name and type (city/municipality)
Contact person	Enter the full name, address, postal code, e-mail address and telephone number

Website of the applicant	
Project duration	(expressed in months)
Other project applicants (if applicable)	
Name of project applicant	Enter the full name and type of organization
Contact person	Enter the full name, address, postal code, e-mail address and telephone number
Organization website	
Role and added value of applicant (experience, skills and expertise)	
Previous experience with joint activities (if applicable)	
Summary of the proposed project idea	
Please provide a short summary of the content and objective of the project	The summary should present the main description of the project idea, with sufficient information to provide a clear understanding of the overall goal. Summary should be no more than 300 words. (in Serbian and English)
Description of the project	
Detailed description of the project	Background (general information about applicant, main characteristics of the local self-government, number of employees, annual budget balance)
	Please explain prior and relevant experience of the applicant, including experience of the team members, related to the objective of the challenge.
	Does the proposed solution refers to utilization of the existing data, including open data sets? Does the city/municipality already have data bases and management system, including simplified GHG inventory? If yes, please specify which type of data base, system of data collection, and sources of information is being used. If no, please provide detail explanation about main challenges and problems city/municipality is facing?
	Please list specific data set(s) that solution will use.
	Alignment with the CSUD Open Data Challenge objectives: A description of the project idea should include explanation how the proposed Project idea addresses the challenge aim.

	Objectives: the project's objective in term of its contribution to the main aim of the Open Data Innovation Sustainability plan (description)
What is innovative about the project?	Applicants need to consider some of the following questions: What elements of the proposed idea are innovative? Does it represent the implementation of an existing idea into a new operational setting etc.? What gap in data collection and/or data use is project attempting to address? How is this problem being addressed now? Why will your innovation be successful in addressing the challenge objective?
Activities and approach of the project	Where did the Project idea come from, what major activities would be required for applicants to implement the proposed Project, how does the proposed Project idea fit in with your existing activities, how local community will be engaged, what are the primary risks of the project and how will they be mitigated?
Expected Impact and Outcomes	How the project will impact the functioning of the local self-government, what would be economic, social and environmental benefits? How the proposed solution increases the demand for and availability of quality data? Does it improve the technical capacity for data management in the targeted self-government? How the proposed solution is compatible with the existing national, regional (e.g. Western Balkan region etc.) and European information systems and solutions? Who are the project beneficiaries and how will they be affected by this project? How project will impact the vulnerable groups (youth, women, marginalized groups)? What is the level of replicability and potential for scaling up of the proposed idea?
Gender approach	Please elaborate on the approach for mainstreaming gender, acknowledging the complementary needs and roles of both, women and men, in order to secure gender equality.
Expected project budget	Preliminary estimates of the project costs against planned activities and ultimate goal; How the funds necessary for the project implementation will be secured?

Stamp and signature

EVALUATION CRITERIA AND SCORING

Criteria	Maximum score	Description
The Challenge	10	To which extent proposed project address the challenge?
Innovation	30	Is this a significant improvement on an available data sets used, or is this a new way to make an existing data available to the targeted group (local community, women, youth or a marginalized community)? - Testability within the challenge program duration will also be evaluated - Foreseen data coverage and data accuracy (sectors to be covered – e.g. energy, transport, waste management etc.)
Project management	10	Does the applicant have the management capacities, relevant skills and resources to implement the project successfully within the timeframe? Detail explanation of experience and prior references of the proposing team, how they relate to the stated challenge and the proposed solution, have to be provided. What is the extent to which climate change related data are already collected and systematically stored by the applicant city/municipality?
Impact	40	**What is the cost-efficiency of the proposed solution** (incl. the required human and other resources for maintenance and regular updates, and staff training)**? What is the added benefit of the solution for the citizens, environment, municipalities?** How the proposed solution increases the demand for and availability of quality data? Does it improve the technical capacity to improve data management in the targeted self-government? How the proposed solution is compatible with the existing national, regional (e.g. Western Balkan region etc.) and European information systems and solutions? In which way, the proposed solution address the challenge themes and does it prioritize impact on youth, women and/or marginalized groups and how? What is the level of replicability and potential for scaling up the proposed idea?
Project Budget	10	**Are the proposed costs realistic? Describing how the costs are planned against the proposed activities and goals.** Eventual co-financing commitments already provided to test the solution will be additionally scored.
Total	100	

CONTACT INFORMATION

For information on the Challenge visit:

http://inovacije.klimatskepromene.rs

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