



**WORLD  
GREEN CITY  
AWARDS**  
2022

## Green City Award entry submission process: Full rules and procedures

### Introduction

The AIPH World Green City Awards are designed to champion nature-oriented solutions that harvest the power of plants and associated ecosystem services to help address the major challenges facing cities today. Specifically, they reward strategic initiatives that are bold, pursue a meaningful impact, are being successfully implemented, have potential to further scale or spread to other cities, and exemplify resilience.

Awards are offered in six categories (see below), with a winner in each category and with one overall AIPH World Green City winner.

There are many **benefits to entering the AIPH World Green City Awards**. It is the first international competition that cities enter to:

- Gain recognition for the greening they have done and the benefits to their city
- Promote their city at an international level.
- Inspire a global movement for greener cities.
- Demonstrate that their city is highly desirable to live and work in.
- Showcase how urban nature can improve the health of citizens, increase job opportunities, stimulate economic development, and strengthen greening regulations.
- Demonstrate how ambitious local actions contribute to achieving global agendas

By entering the AIPH World Green City Awards, cities stand a chance to:

- Have their initiatives featured on the AIPH website and integrated to the case study library associated with the AIPH Green City Guidelines. All shortlisted entries will be featured.
- Win an award certificate and a trophy. Winners can nominate key partners and key staff so that additional award certificates can be prepared in their name.
- Gain global recognition and profiling opportunities as winners will be promoted via AIPH and the World Green City Awards partners' and sponsors' media channels.

- Have their city’s work displayed to a significant global audience in the AIPH pavilion of an International Horticultural Expo.
- Receive up to 4 complimentary tickets to the gala event of the Awards ceremony for winners.

### Key Dates:

22 <sup>nd</sup> April 2021	Launch of the award and call for expression of interest.
16 <sup>th</sup> June 2021	Entries open- the application guidelines and an offline version of the application submission form become available to help entry preparation
14 <sup>th</sup> March 2022	Deadline to submit an entry
31 <sup>st</sup> May 2022	Shortlisted cities announced.
30 <sup>th</sup> June 2022	Additional information requested by the technical panel must be submitted.
29 <sup>th</sup> July 2022	Jury meets to select winners in each category and the overall winner.
15 <sup>th</sup> August 2022	Winners of awards notified and invitations made to these cities to attend the gala awards ceremony.
September/October 2022	Awards ceremony and announcement of the overall winner of the AIPH 2022 World Green City Award.

### Rules that apply to all entrants are as follows:

#### Eligibility requirements:

Any city<sup>1</sup> around the world can submit entries to the award on condition that:

- The submission is made by the local authority governing the city – such as the Mayor’s or executive officer’s office or the relevant department.
- The initiative described in the award has begun implementation in 2018 or later. If the initiative described is part of a longer-term approach, then the entry must only focus on and discuss results of the stage that has begun since 2018.
- The initiative described is strategic in nature – ie: a policy and/or a programme leading to the delivery of a collection of related projects rather than a single project.
- The initiative described has secured all, or a substantial amount of implementation funds and can demonstrate financial viability.
- The initiative described does not feature genetically modified organisms or designated invasive alien plant species as defined by the Convention for Biodiversity.

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<sup>1</sup> We are defining a city based on the [UN-Habitat](#) concept of a ‘functional’ definition of a city. **A city is defined as a single urban area, large or small, which is recognised as being under the jurisdiction of a legally defined and nationally recognised local or subnational government authority.**

### Submission of entries

The procedure is designed to be simple and not time-consuming. All you need to do is fill in the online submission form using the link on [AIPH World Green City Awards](#).

This is your application form, and may be completed over a period of time, saving the entry on each visit to the form. You will be able to make changes to your submission until the submission period closes on 14 March 2021. The link to the application form will become inactive on this date.

- AIPH will accept online entries only.
- On registering for an entry into the AIPH World Green City Awards, cities will be sent a pdf of the submission questions. This is for their consideration and discussion in preparing an entry only. The submission must be made online.
- Entries must nominate the main category for which the entry is to be considered. An entry may nominate a second category that aligns with the entry.
- Please restrict your answer to each question to a maximum of 250 words.
- You are encouraged to provide supporting documentation with your submission; these are not compulsory for submission however they can strengthen your application. For example: photographs, videos, press cuttings, promotional materials, procedural documents, supporting bylaws or city regulations and policies, certificates for environmental or working standards etc., in ENGLISH\*
- All photographs must be accompanied by a caption and details of credit. The photo credit line or photo credit identifies the photographer, illustrator, or copyright holder for images in a publication or on a website. Submitted photographs and videos become the property of AIPH with free and ongoing permission to use these, with credit acknowledgement, in any AIPH publicity in printed or digital media.
- All materials submitted must be in ENGLISH\*. If you submit any documents in another language (e.g. press cuttings) then the judges may not be able to read this. AIPH may offer a translation service if English is not your native language and would advise the use of this to ensure the sentiment of what is written will come across clearly to the judges. There may be a cost for this, and the cost will be borne by the entrant.
- All materials and information submitted (with the exception of client names and locations and budgets) must be free of restrictions of reproduction, so it can be used in the promotion of your work and of the Awards, should you win.
- You may request that your entry is kept confidential. All shortlisted entries and the final winners will be announced publicly.
- All entries may be used by AIPH to prepare case studies for publication on the AIPH website and other Green City promotional media. In entering the AIPH World Green City Awards, all participants give AIPH the right to use all pictures and information submitted as part of the entry in their online and offline communication.
- Entries must be accompanied by a Mayoral Declaration, signed and stamped by the signatory authorised by national law to legally represent the city. Typically, this person is the Mayor or Deputy-Mayor of the city, or can be another senior political representative who is in charge of international cooperation or sustainable development.

\*If English is not your native language and you are not fluent, we would advise completing your entry in your native language and paying a fee for a professional translation service. This will ensure that your entry remains accurate, and that the information provided comes across clearly to the judges. If you require more help with translation into your native language, please contact [events@aiph.org](mailto:events@aiph.org). A cost for any translations may be applicable.

### **Award categories**

For each submission to the awards, applicants will be asked to nominate up to two of the most relevant award categories they would like their entry to be considered for.

For the 2022 edition of the World Green City Awards, the six award categories are:

- **Health and wellbeing:** Addressing the medical, behavioural, and social determinants of health for residents.
- **Climate change:** Tackling the root causes and effects of climate change in order to build more liveable and resilient cities.
- **Economic recovery and inclusive growth:** Creating systems and solutions that allow all city residents to overcome economic distress and thrive.
- **Biodiversity:** Addressing the loss of species, habitats, ecosystem health, and genetic diversity.
- **Water:** Ensuring water resources are safeguarded and wisely used, with clean water available to all while also protecting residents from flooding risks.
- **Social cohesion:** Fostering belonging, trust and inter-generational as well as cross-cultural relationships to prevent exclusion, marginalisation and violence.

If your entry involves a multi-city initiative, your submission must be based on the activities in one primary city. You may refer to activities in other cities as ‘ripple effects’ of the initiative beyond the primary city.

### **The judging process: overview**

Winners of the AIPH World Green City Awards are selected by a 2-stage judging process.

The first stage in evaluation of entries is by the technical panel who assesses the capacity of the entry to deliver on its stated outcomes. The evaluation and scoring by the technical panel will be passed on to the 2022 awards jury who will evaluate the capacity of the entry to influence other cities and to inspire transformative change.

### **Technical panel**

Award entries will be judged by a multidisciplinary, international technical panel with an advanced knowledge of Green City principles. The Technical Panel will select a shortlist of up to three cities for each award category, and may request additional information to be

submitted. The Technical Panel may also nominate entries that are not included on the shortlist for Highly Commended awards that recognise significant progress.

### **Jury**

The Jury will consist of members drawn from internationally recognised City, Nature, and Sustainability focused organisations. The jury will select winners in each category from the shortlisted entries, as well as the overall winner of the AIPH 2022 World Green City Award – The Greenest City in the World. Jurors will be appointed for one round of awards at a time.

**The decisions of the Technical Panel and Jury are final and not subject to review.**

**AIPH has the discretion to withhold awarding a winner in any category if the standard of entries is not consistent with the Green City principles and is not considered to support best practice.**

**Step 1:** AIPH reviews entries to confirm eligibility and completeness of the information submitted.

**Step 2:** Eligible and complete entries are made available to the technical panel on 15 March 2022 for remote assessment and scoring by 6 May 2022.

**Step 3:** AIPH reviews the scores allocated and the recommendations made by each panellist – computing average scores for each entry, and identifying any strongly diverging views on any given entry to help facilitate discussions (see Step 4).

**Step 4:** An online meeting of the technical panel will be held in May 2022 where panellists will select from the entries having achieved the top grades, up to three “shortlisted” submissions per category. Panellists may nominate entries that are not included on the shortlist for Highly Commended awards. Panellists may also make recommendations for which entries among the shortlist could be considered by the 2022 jury for the AIPH World Green City Award.

**Step 5:** AIPH notifies shortlisted entries (31 May 2022) who will have the opportunity to submit additional information in the areas where they have comparatively scored the lowest. Shortlisted entries will be given 30 days to submit additional information.

**Step 6:** The 2022 jury is provided with access to the shortlisted submissions, together with the scores, comments and recommendations made by the technical panel as well as any additional information the shortlisted candidates might have submitted.

**Step 7:** A virtual meeting of the 2022 jury is held where jurors select one winner per category and one overall AIPH World Green City winner.

### **Disclaimer:**

- The information used in evaluation of the awards and presented in AIPH media is received from applicants in good faith. The details submitted by applicants in the online entry form are not researched by AIPH nor are deliberately and factually substantiated. Applicants are responsible for the authenticity and legitimacy of the

information submitted. If submitted information is found to be incorrect or false and does not correspond to the reality of the project, the organiser reserves the right to reject the entry from the competition.

- Entries are evaluated on the information provided, and assessed by the judges using their expertise, experience, and insight. No correspondence will be entered into.
- AIPH reserves the right to revise the content and interpretation of the Rules and Procedures. The AIPH website shall at all times be considered to be the source of the most up to date Rules and Procedures.
- No direct correspondence between participants in the AIPH World Green City Awards and members of the technical panel or jury regarding entries will be tolerated. All enquiries are to be directed to AIPH [greencity@aiph.org](mailto:greencity@aiph.org).
- By submitting an application, applicants automatically agree to fully indemnify, defend, and hold AIPH and its partners and sponsors, and their respective personnel, and the technical panel and jurors harmless from and against any and all claims, losses, costs, and expenses (including legal fees) incurred by any party in connection with any entry submissions, any dispute as to the authority of the applicant to submit the submission, and any dispute as to the entitlement of a city authority/entity to all or any part of the award.
- If, after the presentation of an AIPH World Green City Award, any member of an applicant is accused of corruption or other criminal acts, or is brought into public disrepute, as determined by AIPH in its sole discretion, AIPH shall have the right to withdraw any award. Upon written notice to the lead authority of such withdrawal, the lead authority and other members of the project team may no longer claim to have won an AIPH award and must remove all references to AIPH awards from its website and promotional and marketing materials and may not reference the awards in any media or statements.

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