



WORLD GREEN CITY AWARDS 2024

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 seven 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 provided.
- 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*:

14 th October 2022	Launch of the award and call for expression of interest
13 th March 2023	Entries open- the application guidelines and an offline version of the application submission form become available to help entry preparation
15 th September 2023	Deadline to submit an entry
6 th Feb 2024	Additional information requested by the technical panel must be submitted
5 th March 2024	Finalist cities announced. Formal invitations made to all finalist cities to attend the gala awards ceremony.
early June 2024	Jury meets to select winners in each category and the overall winner
early June 2024	Youth Jury meets to select winner of the Youth Award from the finalist cities
July and August 2024	Interviews of finalists for preparation of case studies
September/ October 2024 (TBC)	Awards ceremony and announcement of Category winners, winner of the Youth Award, and the Grand Winner of the AIPH World Green City Award 2024

*Dates are indicative only and may be subject to change.

Rules that apply to all entrants are as follows:

Eligibility requirements:

Any city¹ 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 a relevant department of the local government administration.
- The initiative described in the entry has begun implementation in 2018 or later. If the initiative described is part of a longer-term approach, then the entry should 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- and is clearly linked to a city-wide green vision.
- 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](#).

¹ We define 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 create an account and sign into the online submission portal and start compiling your entry/ies by filling in the online entry form. You can do this here: [AIPH World Green City Awards](#).**

Your entry/ies may be completed incrementally over a period of time, automatically saving the progress made on developing each entry on each visit to the portal. You will be able to make changes to your submission/s until the submission period closes on **15th September 2023**. The link to the application form will become inactive on this date.

- AIPH will accept online entries only.
- When an entrant begins the entry compilation process for the AIPH World Green City Awards 2024, they will gain access to an offline version of the submission questions. This is for their consideration and discussion in preparing an entry only. The final submission must be made online.
- For each entry, the entrant must nominate a first category in which the entry will be considered. Entrants may also 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.
- 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 and promotional material for publication on the AIPH website, through AIPH media channels, and on other applicable partner platforms and through the media channels of the network of partners. In entering the AIPH World Green City Awards, all participants give AIPH and partners 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 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.

*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 . 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 2024 edition of the World Green City Awards, the seven award categories are:

- **Living Green for Health and Wellbeing:** Addressing the medical, behavioural, and social determinants of health for residents.
- **Living Green for Climate Change:** Tackling the root causes and effects of climate change in order to build more liveable and resilient cities.
- **Living Green for Urban Infrastructure and Liveability:** Promoting and supporting nature-positive lifestyles for all city residents, visitors and businesses, through a well planned, designed, and maintained built environment.
- **Living Green for Biodiversity:** Addressing the loss of species, habitats, ecosystem health, and genetic diversity.
- **Living Green for Water:** Ensuring that water resources are safeguarded and wisely used, with clean water available to all while also protecting residents from flooding risks.
- **Living Green for Social Cohesion and Inclusive Communities:** Fostering belonging, trust and inter-generational as well as cross-cultural relationships to prevent exclusion, marginalisation and violence.
- **Living Green for Urban agriculture and food systems:** Creating strategies and practices that build the resilience of city food supplies to increase employment and nutritional outcomes, reduce poverty and address urban environmental degradation.

Youth Award:

New to the 2024 edition is the [AIPH Youth Award](#). The new AIPH Youth Award will be presented to the finalist entry considered most likely to inspire the youth and fulfil their needs for a secure, healthy future. This new AIPH Youth Award will be selected from the finalists by a Youth Jury, whose compilation will be led by the Global Youth Biodiversity Network (GYBN).

The AIPH World Green City Awards aim to promote the creation of green cities that inspire hope for the future for society by providing a clean, safe environment for the youth to survive and thrive. Green cities address biodiversity loss and nature conservation in supporting engagement with nature for all. There is clear evidence that children who grow up in nature-rich environments have better mental and physical health, better social and cognitive skills, greater creativity, and achieve higher academic performance. A connection to nature from an

early age encourages young people to respect and protect biodiversity and engage in actions to mitigate climate change. Through this new AIPH Youth Award and partnership, AIPH will collaborate with GYBN to recognise cities who deliver greening programmes that contribute to a better future for all, specifically addressing the needs of the global youth.

In the online entry form you will be asked to nominate if you would like to be considered for the AIPH Youth Award, should your entry be selected as a finalist for one of the seven Awards categories.

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 in line with the six evaluation criteria. The evaluation and scoring by the technical panel will result in the compilation of a list of finalists across the 7 categories, which will be passed on to the 2024 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 selected as finalists for receipt of 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 Grand Winner of the AIPH 2024 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 in September 2023 for remote assessment and scoring by early December 2023.

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 January 2024 where panellists will select from the entries having achieved the top grades, up to three finalists per category. Panellists may nominate entries that are not included in the list of finalists for Highly Commended awards. Panellists may also make recommendations for which entries among the finalists could be considered by the 2024 jury for the AIPH World Green City Award.

Step 5: AIPH notifies finalist cities, who may be requested to submit additional information. Finalist cities will be given up to 30 days to submit additional information.

Step 6: The 2024 jury is provided with access to the finalist's submissions, together with 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 2024 jury is held where jurors select one winner per category and one overall AIPH World Green City winner.

Step 8: The Youth Jury is provided with access to the finalist's submissions, as well as any additional information the finalist candidates might have submitted. The Youth Jury will meet virtually and select one entry that they consider to best address the needs of the global youth.

Step 9: Winners will be announced at a special gala event. All finalists and award winners will be invited to this event.

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 solely responsible for the authenticity and legitimacy of the information submitted. AIPH, partners and sponsors, their respective personnel, and the technical panel and jurors are not liable in any way whatsoever for any incorrect or false information submitted through the entry submission process. 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 at their sole discretion.
- In the event of any concern raised or claims made about the false or incorrect representation of information submitted in any entry, the accusing party should contact AIPH in writing to formally lodge any such concern or claim, providing formal proof of any such false or incorrect information. AIPH reserves the right to assess and decide the appropriate course of action on a case-by-case basis and at their sole discretion in these instances, following scrutiny of any legitimate dispute lodged through the appropriate channels where facts and figures are produced to contradict those submitted in the entry in question.
- AIPH reserves the right to discard, ignore, and/or delete any comments or posts on any AIPH World Green City Awards content which is found to be slanderous or of a personal or political nature.
- 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 .
- By submitting an application, applicants automatically agree to fully indemnify, defend, and hold AIPH and its partners and sponsors, 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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