

Supporting materials for co-created interactive curriculum

Deliverable 4.3

Author: Olga Krajewska



DELIVERABLE NUMBER:	D4.3
DELIVERABLE NAME:	Supporting materials for co-created interactive curriculum
WORK PACKAGE (WP):	WP4
DELIVERY DUE DATE:	31/10/2023
ACTUAL DATE OF SUBMISSION:	01/11/2023
DISSEMINATION LEVEL:	Public
LEAD BENEFICIARY:	ICLEI Europe
MAIN AUTHOR:	Olga Krajewska

Table of contents

Exe	cutive summary	. 3
	oduction	
	Interactive curriculum: co-creation process	
	Interactive curriculum: selection of topics	
	Interactive curriculum: selection of formats	
	Interactive curriculum: implementation	
	ex: Visual materials	

This document was developed as part of CapaCITIES – Building capacities for the climate neutral and Smart Cities Mission. The CapaCITIES project receives funding from the European Union's HORIZON-MISS-2021-CIT-01-01 research and innovation programme under grant agreement n° 101056927. The sole responsibility for the content of this document lies with the authors. It does not necessarily reflect the opinion of the European Union. The European Commission is not responsible for any use that may be made of the information contained herein.



Executive summary

CapaCITIES supports European countries in creating national structures to support the European Cities Mission at the national level. The ongoing activities and respective knowledge of the national actors that are part of the CapaCITIES consortium are at the heart of the project. With this deliverable, we want to provide the national partners in CapaCITIES and their key partners with an interactive curriculum that outlines a process to ideate, co-create and formulate concrete actions that support the implementation of the Cities Mission in practice (Solution Roadmaps).

Introduction

This deliverable is linked to the Tasks 4.2 and 4.4 in CapaCITIES that aim to provide a process for multi-level ecosystems from the CapaCITIES Core Countries to co-create concrete actions that support cities in achieving their 2030 climate neutrality objective. The process consists of a series of capacity building sessions and a series of workshops delivered online. These are accompanied by other formats developed by the project, like Transition Labs and Alliance webinars. The CapaCITIES partners can select what events they want to attend and what partners from their national ecosystems they want to include in them. To this end, the D4.4 provides an overview of the capacity-building and co-creation processes organised so far (until October 2023) as well as planned for the future, including all past and coming events.



1. Interactive curriculum: co-creation process

The interactive curriculum was drafted by ICLEI Europe (WP4 lead) in close collaboration with other Core Team partners. Our objective was to propose a coherent and engaging programme for the CapaCITIES national partners that would address their specific needs and dive deeper into topics of their interest. To this end, the interactive curriculum was put together based on a broad assessment of concrete country needs. These were collected by the Core Team partners in various forms, including bilateral conversations and country interviews, monthly partner meetings, as well as written documents and deliverables.

The interactive curriculum was developed based on the following deliverables:

- Co-designed capacity mapping template (D4.1)
 - The template aimed to support the national partners in the self-assessment of the current national framework for climate neutral cities in their respective countries as well as in mapping key barriers and opportunities for supporting cities. The self-assessment results significantly informed upcoming activities within the CapaCITIES, including capacity-building series, workshop series, Transition Labs, Alliance meetings, learning materials as well as opportunities linked to other EU projects and initiatives.
- Self-assessment mappings delivered by the Core Countries (D4.2)
 The mapping aimed to capture key outcomes of the self-assessment exercise carried out by the fifteen CapaCITIES Core Countries. It had a twofold role: 1) to collect relevant information about the current state of the national support structures as well as enabling and hindering factors for climate neutral cities in the Core Countries; 2) to capture Core Countries' specific needs and address them adequately in a programme developed by CapaCITIES.
- Annual plans for development and deployment of all activities and responsibilities (D2.1 & D2.2)
 The Annual Action Plan for each Core Country defined the objectives and actions of each country to build up national change processes to support their national (Mission) cities. It also highlighted the supporting activities for countries to help them on their journey. These activities are carried out by the CapaCITIES management team or core team.
- Mapping of governance actors and core elements in the Core Countries (D3.1)
 Deliverable 3.1 summarises the mapping of multi-level governance approaches across core countries to support the EU Mission for 100 Climate-Neutral and Smart Cities by 2030.

Building national support structures for the Cities Mission is a long-term and a complex process. Therefore, the interactive curriculum was conceptualised as a flexible approach that quickly responds to emerging challenges and adapts to changing needs. Its core activities were developed based on concrete country needs collected by the Core Team at the beginning of 2023. Being aware of the dynamic nature of the process, we designed a structure that allows us to regularly monitor developments across the countries, collect feedback and systematically correct the trajectory of the project activities and the curriculum. This structure includes:





Diverse ways of capturing needs and collecting feedback

The Core Team is in touch with the Core Countries on a regular basis through:

(WP2) country interviews and development of Annual Action Plans

(WP3) bilateral conversations, Transition Labs, and development of diverse models of multi-level governance

(WP4) country self-assessments, capacity-building series, workshops

(WP5) ambassador concept and overall communication and dissemination activities

Iterative approach

The Core Team encourages the emerging national platforms to adapt an iterative way of working. It means that the CapaCITIES national partners are advised to revisit and draw lessons from different stages of the platform development, like stakeholder mapping and engagement, needs assessment, national frameworks mapping, programme development, etc. This approach enables partners to review their activities on a regular basis and correct their trajectory if necessary.

'Open' deliverables

Some project deliverables, like D4.2 Self-assessment mapping or D2.1/D2.2 Annual Action Plans, remain 'open' for the country partners to re-visit them on a regular basis, incorporate changes and updates. It helps us to trace changes and/or developments recorded in different countries throughout the project.

2. Interactive curriculum: selection of topics

The interactive curriculum was co-created with the Core Team partners and the Core Country partners in CapaCITIES. Based on the first round of input collected from the partners through the country action plans (D2.1/D2.2) and self-assessments (D4.2), WP4 lead developed a concrete proposition for the learning and knowledge exchange programme. It considered the following aspects:

• Needs raised by the national partners

In their action plans and self-assessments, the national partners highlighted areas and themes that were problematic and required special focus.

Themes: funding and financing, climate action monitoring and indicators, stakeholder engagement, multi-level governance, capacity-building in cities

• Alignment with the overall Mission objectives

CapaCITIES is a project under the EU Cities Mission that strives to support the implementation of the Mission through mobilizing national and regional governments to help cities accelerate action towards climate neutrality. All activities in CapaCITIES, including interactive curriculum, were designed with this objective in mind.

Themes: climate neutrality, implementation, multi-level governance, national support structures



• Alignment with the programme of NetZeroCities

NetZeroCities is a project managing the EU Cities Mission and curating the Mission Platform. It works directly with 100+ European cities and offers expert support for different themes and domains.

Themes: Climate City Contract, Climate Transition Map, City Support, Monitoring, Evaluation and Learning framework, Investment Plans, Partnerships

Having mapped all relevant themes, the WP4 lead proposed a concrete programme that captured interfaces and links between all raised topics. It included online **capacity-building series** and online **workshop series**.

3. Interactive curriculum: selection of formats

The aim of the interactive curriculum is to provide a process for Core Countries and key partners from their multi-level actor ecosystem to ideate, co-create and formulate concrete actions that support the implementation of the Cities Mission in practice (Solution Roadmaps). To this end, the curriculum looks not only at 'how to develop national platforms' but more specifically at 'how the national platform can support cities when in place'. It explores concrete topics relevant for the implementation of the Mission, like funding and financing or climate action monitoring, using the multi-level perspective.

In a response to partners' needs, the interactive curriculum was designed as a series of online events, including online **capacity-building series** and online **workshop series**. During the events, participating stakeholders will be equipped with supporting tools, knowledge of good practice approaches and skills. This format follows the 'train the trainer' approach, offering learning opportunities to partners closely involved in the development of national platforms, who can then disseminate key learnings to a wider range of stakeholders within their national ecosystems.

Capacity-building series

The capacity-building series is comprised of four online sessions. The sessions are addressed primarily to the facilitators of national support structures for climate neutral cities and all relevant stakeholders from their national ecosystems, but anybody interested in the multi-level governance aspect of the Mission can participate.

During every session, participants can dive deeper into a concrete topic, learn from the experts and explore concrete real-life case studies. All sessions are recorded and shared through project public channels.

Workshop series

The workshop series is also comprised of four online sessions. These, however, are addressed solely to the CapaCITIES national partners involved in developing national platforms in their respective countries and relevant stakeholders form their national ecosystems. The workshops are thematically linked to the capacity-building sessions and build on their content and discussions.



and create foundation for the Solution Roadmaps that each country needs to deliver by the end of the project. These will essentially be mappings of concrete national / regional level actions that support cities efforts to climate neutrality by 2030. All sessions are recorded, however, the recordings are available only for the CapaCITIES partners and not disseminated outside of the project.

Thematic area	Capacity- building series	Workshop series	Rationale	Tools/Materials
Stakeholder engagement. Collaboration	Session 1: Deep dive into Climate City Contract	Workshop 1: Stakeholder mapping and engagement	Climate City Contract is a governance innovation tool that can help cities facilitate multistakeholder and multi-level collaboration. After presenting how national level can interact with cities through this tool (session 1), participants could dive deeper into the topic of stakeholder mapping and engagement and brainstorm best strategies of approaching different stakeholder groups/sectors (workshop 1).	 CCC Resource Pack NZC Portal Sense-making map MIRO board
Monitoring, Evaluation, Learning	Session 2: GHG emissions data monitoring and reporting for climate neutral cities	Workshop 2: Monitoring, Evaluation and Learning in the Cities Mission	Multi-level collaboration on GHG emissions monitoring and reporting can play relevant role in tracking impacts of current climate interventions. After exploring ways how national level and cities can work together on the GHG emissions monitoring and reporting (session 2), participants could dive deeper into the NZC monitoring, evaluation and learning framework that goes beyond GHG emissions (workshop 2).	 NZC MEL framework Reporting platform: CDP-ICLEI Track Case studies: Turkey, France
Funding and financing	Session 3: Funding and financing for climate neutral cities	Workshop 3: Funding and financing in the Cities Mission	National level can play relevant role in mobilising finance for climate neutral cities. After exploring key challenges and opportunities for financing climate neutrality (session 3), participants will dive deeper into concrete funding and financing activities at the local and national level a well as explore coming finance-related activities in NZC.	 Investment Plan (CCC) NZC Capital Hub
Partnerships and concrete solutions	Session 4: Partnerships and	Session 4: Solution Roadmaps	New models of partnerships and better aligned city-facing initiatives are crucial to	 NZC partnerships and initiatives

initiatives for	for climate	facilitate better collaboration		mapping
climate	neutral	for climate neutral cities	•	Solution
neutral cities	cities	(session 4). These and many		Roadmaps
		other solutions will be explored		
		by national partners to		
		formulate a portfolio of		
		concrete actions supporting		
		cities (workshop 4).		

4. Interactive curriculum: implementation

To date, three capacity-building sessions and two workshops have been implemented between March and October 2023. One more workshop will be implemented by the end of 2023. The final capacitybuilding session and workshop will be delivered in Spring 2024.

Capacity-building series

Session 1.

Deep dive into Climate City Contract: How can the national level get involved in the development of the CCCs?

29 March 2023

The first capacity building session of the project started with exploring how the national governments can engage with the Mission Cities to develop Climate City Contracts (CCC). The participants were able to learn more about the CCC as a governance innovation tool that can facilitate multi-level collaboration. The session was built on the previous meeting with the NZC City Advisors and presented an excellent opportunity for the CapaCITIES Core Country partners to learn more about CCCs with a focus on Action and Investment Plans and to explore how national governments can get involved in this process. It also encouraged participants to visit the NetZeroCities Portal - a knowledge repository for Mission Cities rich in interesting resources and recommendations and to participate in a session of Q&A with two representatives of the NZC City Advisors group.

Time	Agenda item	Speaker
16:00-16:20	Welcome & kick-off Intro to the CCC Process (CTM) Document (CCC): structure; templates & guidances Connection to the national level - What use is the CCC for them? How should the national level support / interact with it?	Olga Krajewska (ICLEI Europe)
16:20-16:45	Deep dive into Action Plan and Investment Plan: NZC portal AP & IP modules 3 selected points relevant for the national level in AP and IP	Roman Mendle (ICLEI Europe)





16:45-17:30	How can the national level be involved in cities' work on AP and IP? Examples from CAs' on-the-ground work. - How is the national level being included in the development of the CCCs in your countries? - What are the incentives / benefits for the national level to engage in the CCC process? - Where is the engagement of the national level necessary / advisable? - What are the main difficulties cities encounter when developing their CCCs?	Bob D'Haeseleer (NZC City Advisor) Anna Huttunen (NZC City Advisor)
17:30	Check out	Olga Krajewska (ICLEI Europe)

Session 2.

GHG emissions data monitoring and reporting for climate neutral cities: How can the national level actors get more involved?

12 June 2023

This session on monitoring and reporting greenhouse gas (GHG) emissions aimed to explore the role of the national level actors in supporting local governments. Participants had the opportunity to discover current reporting platforms and tools for cities. There are several ways national governments can support cities measuring and report their data, such as providing clear guidelines and technical assistance, facilitating data sharing across all governance levels, allocating financial resources to support monitoring and reporting in cities, or aligning national reporting processes with international standards, and more.

Time	Agenda item	Speaker
14:30-14:35	Welcome	Olga Krajewska (ICLEI Europe)
14:35-14:45	Introduction to GHG emissions data monitoring and reporting: global and the EU framework for the national & local level • How (and why) is the national level doing data monitoring and reporting? Obligatory - NDCs - EU/NECPs? • How (and why) is the local level doing data monitoring and reporting? Voluntary - Common Reporting Framework (CRF) (global & EU)	Alis-Daniela Torres (ICLEI Europe)
14:45-15:00	Multi-level data governance and management • Framework for cities - all levels are complementary • Examples: transport data, energy consumption • What cities report? • NZC & Cities Mission approach	Jurijs Grizans (ICLEI Europe)



	Different tools for data management	
15:00-15:10	CDP-ICLEI Track Which tools and methods cities use to collect data, analyze it and report climate action. How the CDP-ICLEI track is aligned to national/regional and state reporting frameworks.	Dr Arminel Lovell (CDP)
15:10-15:20	City of Izmir about its GHG emissions monitoring and reporting Benefits and difficulties in the reporting Cooperation with the regional and national level	Dr Çağlar Tükel (City of Izmir)
15:20-15:30	National Agency for Energy and Environmental Agencies in France - RARE	Nadege Austin (RARE)
15:30-15:40	Regional agency in France about the national framework	Justine Ledoux (Air Pays de la Loire)
15:40-16:00	Discussion & Q&A • Role of the national level actors and local governments in the GHG emissions monitoring and reporting • How can the national level get more involved, in what ways?	Olga Krajewska (ICLEI Europe)

Session 3.

Funding and financing for climate neutral cities: How can the national level support the cities?

25 September 2023

How are cities planning to finance their 2030 climate neutrality objective? What are the traditional sources of funding and what are the innovative financing approaches and tools? Finally, what can the national level do to better support local governments in financing climate neutrality? These and many more questions were addressed at the CapaCITIES webinar, during which we explained the basics of climate investment planning at the local level as well as presented good practices of the national level support for climate neutral cities from Finland and Sweden.

Time	Agenda item	Speaker
14:30-14:40		Olga Krajewska (ICLEI Europe)





14:40-14:50	Current challenges of cities to finance an accelerated transformation to climate neutrality	Wolfgang Teubner (ICLEI Europe)
	transformation to etimate near unity	(IOLLI Lai ope)
14:50-15:00	Basics of climate investment planning at the city level	Fedra Vanhuyse (Viable Cities)
15:00-15:10	Private finance. Insights from the Climate City Contract Investment Plan process	Sissy Windisch (Mission Board)
15:10-15:25	Case study from Finland: Business Finland. Decarbonised Cities programme	Sini Uuttu (Business Finland)
15:25-15:40	Case study from Sweden: Innovation in public funding	Anna-Karin Stoltz (Swedish Energy Agency)
15:40-16:00	Q&A and discussion	Olga Krajewska (ICLEI Europe)

Session 4.

Partnerships and initiatives for climate neutral cities: How can the EU and national governments support cities?

Planned for Spring 2024

New models of partnerships are necessary to implement the very ambitious EU Cities Mission. NetZeroCities is putting together a mapping of existing partnerships, both and the EU and at the city level. This resource will play a relevant role in disseminating and replicating successful partnership models and ideating new ones, tailored to specific local needs. Better alignment of the EU level partnerships and initiatives will help cities navigate this complex landscape and maximise support.

Draft agenda

Time	Agenda item	Speaker
14:30-14:40	Welcome and introduction to the CapaCITIES capacity- building series	Olga Krajewska (ICLEI Europe)
14:40-15:00	Partnerships at the EU level	NetZeroCities, Policy and Partnerships Theme
15:00-15:20	Partnerships at the city level	NetZeroCities, Policy and Partnerships Theme
15:20-15:40	Multi-level partnerships • Mapping in CapaCITIES • Alignment efforts • Concrete solutions	CapaCITIES / NetZeroCities / cities

15:40-16:00	Q&A and discussion	Olga Krajewska (ICLEI Europe)
		(IOLLI Lui ope)

Workshops

Workshop 1.
Stakeholder mapping and engagement

1 June 2023

This online workshop was focused on stakeholder mapping and engagement and provided the perfect opportunity to work collectively on the country's own sense-making map. The map is a visual tool informing about the structure of the national platforms as well as how these are embedded in the wider EU landscape. Another important topic was to search through the selected NetZeroCities resources made available for cities and see how these can be utilized in the national contexts. Also, an example of good practices on how to engage with the private sector was presented by Finland.

Time	Agenda item	Speaker
9:00-9:10	Welcome & Introduction	Olga Krajewska (ICLEI Europe)
9:10-9:30	Introduction to the sense-making map • About the diversity of actors • Facilitation of the cross-city collaboration at the national level • Tool to reflect and communicate work of the national structures • Explaining the sense-making map sheet	Jaime Moreno (UPM)
9:30-9:40	Collaborative work on the Core Countries' sense-making maps	Jaime Moreno (UPM); Core Countries
9:40-9:50	Questions & Discussion	Core Countries
9:50-10:05	Collaborative work on the stakeholder mapping activity around the themes: • GHG data monitoring and reporting • Funding & financing (engagement of private sector)	Olga Krajewska (ICLEI Europe); Core Countries
10:05-10:20	Collaboration with private section. Case study from Finland	Taina Tukiainen (University of Vasa)
10:20-10:30	Questions & Discussion & Summary	Olga Krajewska (ICLEI Europe); Core Countries

Monitoring, Evaluation and Learning in the Cities Mission: How can the national level better support cities?

25 October 2023

The Mission Cities have an ambitious goal to become climate neutral by 2030. But what does 'climate neutral' actually mean? How is the cities' progress towards climate neutrality tracked and what indicators are being looked at? And finally, how can the national level better support cities with the monitoring and reporting exercise? These and many other aspects were addressed at the workshop on Monitoring, Evaluation and Learning (MEL) in the Cities Mission, during which we looked at an integrated indicator system developed by the NetZeroCities platform to monitor the commitments cities make in their Climate City Contracts and track their progress towards climate neutrality.

Agenda

Time	Agenda Item	Speaker
10:30-10:40	Welcome and short recap of the webinar on GHG monitoring and reporting	Olga Krajewska (ICLEI)
10:40-10:50	NZC monitoring framework / indicators	Hans-Martin Neumann (AIT)
10:50-11:00	Impact Pathways	Nikhil Chaudhary (Climate-KIC)
11:00-11:10	Link to the national level	Nupur Prothi (ICLEI)
11:10-11:30	Exercise	Olga Krajewska (ICLEI)
	How can the national level support cities with MEL? Include some examples on the MIRO board.	
11:30-11:40	Country example 1 (Ireland)	Paul Burton (ICLEI)
11:40-11:50	Country example 2 (Hungary)	Andras Huszar (Green Policy Center)
11:50-12:00	Q&A and Summary	Olga Krajewska (ICLEI)
	How does this workshop relate to the Solution Roadmaps?	

Workshop 3.

Funding and financing for climate neutral cities: Deep dive into city-level Investment Plans

Planned for December 2023

Funding and financing are key issues for the implementation of the EU Cities Mission. The multi-level collaboration is relevant not only to increase cities' access to regional and national funding streams, but also to support development of new finance partnerships between different actors.



Draft agenda

Time	Agenda Item	Speaker
10:30-10:40	Welcome and short recap of the CapaCITIES capacity-building session on funding and financing	Olga Krajewska (ICLEI)
10:40-10:55	Funding and financing climate neutral cities: Activities in NetZeroCities	NetZeroCities, Finance Theme
10:55-11:10	Learning from the CCC Investment Plans	NetZeroCities, Finance Theme
11:10-11:40	Collaborative exercise Role of the national level in funding and financing climate neutral cities. Concrete action for the Country Solution Roadmaps.	NetZeroCities, Finance Theme
11:50-12:00	Discussion	Olga Krajewska (ICLEI)

Workshop 4. CapaCITIES Solution Roadmaps: What concrete support can national level provide to cities?

Planned for Spring 2024

Time	Agenda Item	Speaker
10:30-10:40	Welcome	Olga Krajewska (ICLEI)
10:40-10:55	Solution Roadmaps: what – why – how?	Olga Krajewska (ICLEI)
10:55-11:10	Learnings from the capacity-building sessions and workshops	tbc
11:10-11:40	Collaborative exercise Brainstorming concrete actions that national platforms can implement for different thematic areas: stakeholder engagement, Monitoring/Evaluation/Learning, Funding and financing, new models of partnerships.	tbc
11:50-12:00	Discussion	Olga Krajewska (ICLEI)

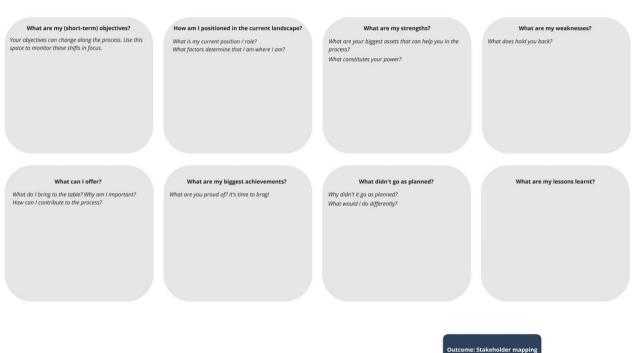
Annex: Visual materials

Workshop #01: Stakeholder mapping and engagement

Snapshots from the MIRO board



Assessing your change-making power



Part 1: Stakeholder mapping

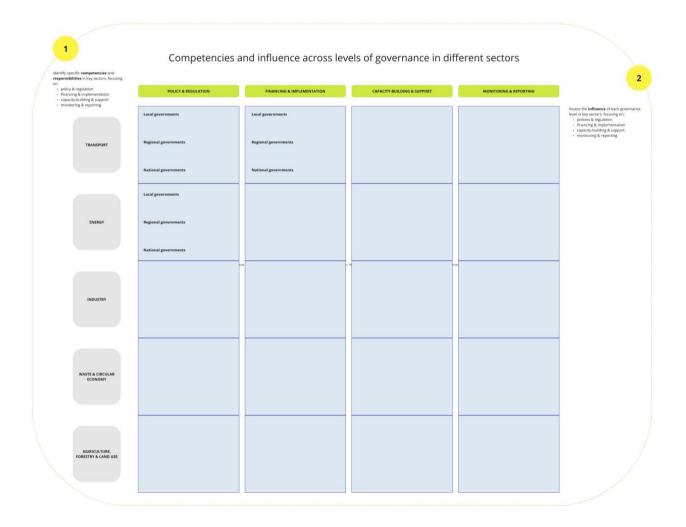




NetZeroCities Resources



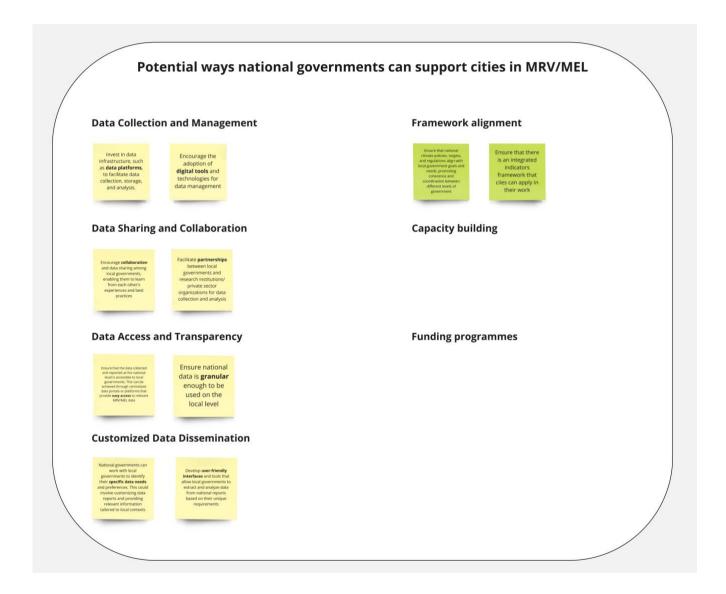
Part 2: Barriers & concrete action





Workshop #02: Monitoring, Evaluation and Learning in the Cities Mission: How can the national level better support cities?

Snapshots from the MIRO board





Themes



Hans-Martin Neumann, AIT

NetZeroCities comprehensive indicator framework

> Climate action monitoring and evaluation

Systemic change

Impact pathways

Portfolio of actions

Nikhil Chaudhary, Climate KIC



Nupur Prothi, ICLEI Europe

City clusters National level reporting

National reporting and evaluation framework

Country examples

Ireland

Hungary



Paul Barton, ICLEI Europe



Andras Huszar, Green Policy Center

