

I. Scope & Criteria for Best Practices and Best Practices Transfer Award Categories:

The major criteria for a Best Practice to be considered for the Award include:

1. **Impact:** A best practice should demonstrate a positive and tangible impact on improving the living environment of people particularly the poor and disadvantaged.

a. Sustainable Shelter and Community Development:

- Extension of safe water supply and sanitation;
- Affordable housing, services and community facilities;
- Access to land, secure tenure and finance;
- Community-based planning and participation in decision making and resource allocation;
- Inner-city core, neighbourhood and settlement revival and rehabilitation;
- Safe and healthy building materials and technologies.

b. Sustainable Urban and Regional Development:

- Job creation and eradication of poverty;
- Reduction of pollution and improvement of environmental health;
- Improved access to public transport and communication;
- Improved waste collection, recycling and reuse;
- Greening of the city and effective use of public space;
- Improved production and consumption cycles, including replacement/reduction of non-renewable resources;
- Protection and conservation of natural resources and of the environment;
- More efficient energy use and production;
- Preservation of historically/culturally important sites;
- Formulation and implementation of integrated and comprehensive urban development strategies.

c. Sustainable, Efficient, Accountable and Transparent Settlements Management:

- More effective and efficient administrative, management and information systems;
- Gender equality and equity in decision-making, resource-allocation and programme design and implementation;
- Crime reduction and prevention;
- Improved disaster preparedness, mitigation and reconstruction;
- Social integration and reduction of exclusion;
- Leadership in inspiring action and change, including change in public policy;
- Promotion of accountability and transparency;
- Promotion of social equality and equity;
- Improvement of inter-agency co-ordination.

2. **Partnership:** Best Practices should be based on a partnership between at least two of the actors mentioned in item 4.

3. **Sustainability:** Best practices should result in lasting changes in at least one of the areas listed below:

- Legislation, regulatory frameworks, by-laws or standards formally recognizing the issues and problems that have been addressed;
- Social policies and/or sectoral strategies at the (sub) national level that have a potential for replication elsewhere; Institutional frameworks and decision-making processes that assign clear roles and responsibilities to various levels and groups of actors, such as central and local governmental organisations and community-based organisations;
- Efficient, transparent and accountable management systems that make more effective use of human, technical, financial and natural resources.

4. Additional Criteria and Considerations:

The following criteria will be used by the Technical Advisory Committee and Jury for differentiating between good, best and award winning practices.

4.1 **Leadership & Community Empowerment:**

- Leadership in inspiring action and change, including change in public policy;
- Empowerment of people, neighbourhoods and communities and incorporation of their contributions;
- Acceptance of and responsiveness to social and cultural diversity;
- Potential for transferability, adaptability and replicability;
- Appropriateness to local conditions and levels of developments.

4.2 **Gender Equality and social inclusion:**

Initiatives which: accept and respond to social and cultural diversity; promote social equality and equity, for example on the basis of income, gender, age and physical/ mental condition; and recognize and value different abilities.

4.3 **Innovation within local context and transferability:**

- How others have learnt or benefited from the initiative.
- Means used for sharing or transferring knowledge, expertise and lessons learnt.

4.4 **Transfers:**

- Tangible impact resulting from the transfer of one or more of the following: ideas, skills, processes, knowledge or expertise, and technology;
- Changes in policies or practices.
- Sustainability of the transfer as part of a continuous process of learning and change.

II. Scope and Criteria for Personal Award Category:

This award category aims to recognize individuals who have made outstanding contribution to improving the living environment of people in neighbourhoods, towns, cities, regions or countries - through programme/s in any of the thematic areas outlined in *Annex two*.

Submission for this award should include:

- Support letters from at least two other individuals who have knowledge and involvement of/with the nominated individual's accomplishment/ contribution.
- A two-page concise summary of the accomplishments that illustrates why the candidate should be considered.

Independent references such as mention in newspapers, journals, or previous awards/recognition etc.

Criteria

The nominator should demonstrate several aspects of the work undertaken by the nominee including;

- Location and extent of area/s covered
- Problem/s addressed
- Beneficiary groups – types, size;
- Actual activity/ies
- Tangible and lasting impact within and beyond the locality;
- Positive change, including policy, common practice, public attitudes etc;
- Innovative aspects if any;

III. Scope and Criteria for Private Sector Category:

The award is given to private sector entities that have **either** implemented programmes or projects to improve the living environment **or** contributed significantly to their immediate or wider communities thus improving the communities' living environment. Such entities should also display a consciousness for social and environmental sustainability in the conduct of their core business.

Criteria

In addition to the general criteria outlined for best practice awards under item (I), the following aspects will also be considered for this award

Inspiration for and influence of practice (motivation) - What motivated the initiation of the practice? Was it pure social responsibility or an action to counter a negative effect caused by the private company in the area?

- **Flexibility and affordability of practice** - Can the practice be replicated in another area with similar or related problems and what enhances/constraints this? Can the replication be effected with moderate resources by other actors?
- **Corporate Governance and Quality Control** - What is the governance structure of the project and are members from the benefitting communities included?
- **Corporate Social Responsibility** - Is the company/business part of a wider corporate responsibility initiative and what other activities does the company undertake - other than the practice being submitted?
- **Contribution of practice to the UN Global Compact principles** - How has the practice contributed to the promotion of principles of human rights, fair labor practices, environmental conservation and anti-corruption as provided for under the UN Global Compact? Is the company a signatory to the UN Global Compact or similar ethics systems? (This in itself is an important evaluation aspect). Does the entity have a stated policy on non-exploitation and environmental consciousness?

IV. Scope and Criteria for University Research Award Category:

Is the research ground breaking, has had significant impact on improving the living environment of urban dwellers or changed the way a country, region or the world thinks about making cities more efficient, productive or inclusive?

The research may be in any of the thematic areas outlined in Annex 2 (Thematic Categories).

Explain:

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| • Problem addressed | 300 words |
| • Geographic scope | 100 words |
| • Research method/approaches | 300 words |
| • Collaborating partners | if any |
| • Main findings/results | 200 words |
| • Use of the findings | 200 words |
| • Impact | 200 words |

Recognition if any (citing in publications, use in programme design, informing policy e.t.c)

In addition, attach a full description of the research, including methodology, findings and results in not more than 6,000 words.