

The UNESCO Learning City Award 2021

Guidelines for   
National Commissions for UNESCO

Background

The UNESCO Learning City Award has been established in order to recognize and showcase good practices in promoting quality education and lifelong learning opportunities for all on the local level.

This biennial award is presented to cities in each of the five UNESCO regions that have demonstrated significant progress in learning city development by implementing the UNESCO Global Network of Learning Cities (GNLC) guiding documents, which can be found at <http://unesdoc.unesco.org/images/0023/002349/234986e.pdf>. No more than one city per country can receive an award in any given award round. This award is not a UNESCO prize, and these cities will receive a certificate. If you need more information, please consult the concept note under: <https://uil.unesco.org/lifelong-learning/learning-cities/unesco-learning-city-award/award-2021>.

National Commissions for UNESCO are asked to promote the UNESCO Learning City Award and disseminate information regarding the launch of the award application process in their countries. **Member cities of the UNESCO GNLC wishing to be considered for the award must complete the application form and a consent form and submit these along with any additional materials to their countries’ National Commissions by 25 June 2021**. National Commissions are asked to review the applications and nominate a maximum of two cities for the award based on the evaluation criteria outlined in the evaluation form as well as on National Commissions’ knowledge and experience of the applicants. National Commissions may request additional documents and records from the city if necessary.

**National Commissions should then complete the enclosed nomination form and indicate the cities (maximum two cities) they wish to nominate** by email along with the city’s **application form** and **consent form** (and any supporting documents that may be necessary) to the coordination team of the UNESCO GNLC, at [learningcities@unesco.org](mailto:learningcities@unesco.org) by **16 July 2021.**

If you have any queries, please contact:

**Coordination Team of the UNESCO Global Network of Learning Cities**

**UNESCO Institute for Lifelong Learning**

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Website: <https://uil.unesco.org/lifelong-learning/learning-cities/unesco-learning-city-award>

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Evaluation Form

All applications received for the UNESCO Learning City Award are evaluated according to the following criteria, based on the [Guidelines for Building Learning Cities](https://uil.unesco.org/lifelong-learning/learning-cities/guidelines-building-learning-cities):

* Has the applicant city progressed its learning city plan?
* Has the applicant city created a coordinated structure (e.g. committees) involving all stakeholders?
* Has the applicant city effectively mobilized and utilized resources?
* Is the applicant city ensuring that learning is accessible to all citizens?
* Has the applicant city organized celebratory events to promote and maintain the process of building the learning city?
* Has the applicant city established monitoring and evaluation mechanisms?
* Has the applicant city demonstrated best practices in the scope of the learning city project that could be adopted by other cities?

National Commissions have the option of using the following Evaluation Form to rate applications from cities. The form will assist National Commissions in identifying the cities most deserving of nomination.

How the evaluation process works:

1. Review each city’s application and provide a score (from 1 to 4, 1: insufficient; 2: could do better; 3: good; 4: very good) for each of the criteria listed below.
2. Calculate a total score for each of the seven categories.
3. Add all the totals to reveal the two cities with the highest score.

## Name of the city

1. **Has the city progressed its learning city plan?**(See Part 2, Question 1 of the application form.)

|  |  |
| --- | --- |
| **Criteria** | **Score (from 1 to 4, where 1 is the lowest and 4 is the highest)** |
| 1.1 The city has a long-term vision for building a learning city. |  |
| 1.2 The city has progressed towards its medium- and long-term objectives of its learning city plan. |  |
| 1.3 The city’s plan integrates specific activities for (1) education for sustainable development, (2) education for global citizenship, (3) entrepreneurship, (4) equity and Inclusion, (5) educational Planning and Monitoring, (6) health and Well-Being, and (7) literacy. |  |
| **Total:** |  |

1. **Has the city created a coordinated structure (e.g. committees) involving all stakeholders?**   
   (See Part 2, Question 2 of the application form.)

|  |  |
| --- | --- |
| **Criteria** | **Score (from 1 to 4, where 1 is the lowest and 4 is the highest)** |
| * 1. The city has assigned concrete roles and responsibilities to the  city’s learning city core team, committees and forums, as well as to other stakeholders, and has put mechanisms in place to maintain these roles and responsibilities, ensuring their sustainability over a period of time. |  |
| * 1. The city has established networks and formed alliances with  other cities (i.e. through national and/or international partnership, mentorship and/or peer to peer learning). |  |
| **Total:** |  |

1. **Has the city effectively mobilized and utilized resources?**   
   (See Part 2, Question 3 of the application form.)

|  |  |
| --- | --- |
| **Criteria** | **Score (from 1 to 4, where 1 is the lowest and 4 is the highest)** |
| * 1. The city has increased the mobilization and utilization of monetary and non-   monetary resources to build a learning city, particularly through partnerships involving the public and private sectors and civil society. |  |
| * 1. The city has provided concrete examples on its innovative approaches in   mobilizing resources. |  |
| **Total:** |  |

1. **Is the city ensuring that learning is accessible to all citizens?**  
    (See Part 2, Question 4 of the application form.)

|  |  |
| --- | --- |
| **Criteria** | **Score (from 1 to 4, where 1 is the lowest and 4 is the highest)** |
| * 1. The city has initiated distinctive and innovative initiatives, policies, strategies, partnerships and/or projects and approaches that (1) improved access to lifelong learning, (2) responded to the learning needs of various groups, especially marginalized and underprivileged groups, and (3) addressed the local barriers to participate in learning. |  |
| * 1. Citizens are kept informed about learning opportunities taking place (e.g.   through community-based learning spaces, with maps of learning provision in the city, with digital technologies, mobile learning apps). |  |
| **Total:** |  |

1. **Has the city organized celebratory events to promote and maintain the process of building the learning city?** (See Part 2, Question 5 of the application form.)

|  |  |
| --- | --- |
| **Criteria** | **Score (from 1 to 4, where 1 is the lowest and 4 is the highest)** |
| * 1. The city is organizing and supporting distinct public events and initiatives that encourage and celebrate learning.   5.1.1. The events take place across the city with an unlimited number of themes.  5.1.2. All relevant organizations and citizens are invited to exhibit their courses, products and materials and offer hands-on activities that encourage all citizens to get involved. |  |
| * 1. The events have made changes in the city’s process of becoming  a learning city. |  |
| **Total:** |  |

1. **Has the city established monitoring and evaluation mechanisms?** (See Part 2, Question 6   
   of the application form.)

|  |  |
| --- | --- |
| **Criteria** | **Score (from 1 to 4, where 1 is the lowest and 4 is the highest)** |
| 6.1 The city is monitoring and evaluating the progress of becoming a learning city. |  |
| 6.2 The city has key performance indicators/mechanisms. Ideally, these are related to the *Key Features of Learning Cities*. |  |
| 6.3 The city has major initiatives that effectively contributed to improving its key. performance indicators. |  |
| **Total:** |  |

1. **What best practices has the city demonstrated?** (See Part 2, Question 7 of the application form.

|  |  |
| --- | --- |
| **Criteria** | **Score (from 1 to 4, where 1 is the lowest and 4 is the highest)** |
| 7.1 The city has demonstrated innovative and/or best practices in the scope of the learning city project and has provided detailed information about it. |  |
| 7.2 The city’s best practices have impacted on and are benefiting the city’s social, cultural, environmental and economic development. |  |
| **Total:** |  |

**Overall score:**

**General comments:**

Secretary-General, The National Commission for UNESCO

**For official use**

Date received:

**Important information note**:

1. No more than two cities from each country can be nominated per award cycle.
2. Each Nomination Form must be accompanied by:
   * + The nominated city’s Award Application Form and Consent Form available in the application package (these can be downloaded from <https://uil.unesco.org/lifelong-learning/learning-cities/unesco-learning-city-award/award-2021>).
     + Five high-resolution photos (original, uncompressed and not resized) depicting learning city actions. Each photo must be accompanied by a short description as well as copyright information.
3. All the required documents for nomination must be submitted to UIL at [learningcities@unesco.org](mailto:learningcities@unesco.org).
4. The deadline for submission of nominations by the National Commissions for the UNESCO Learning City Award 2021 is **16 July 2021**.

## **Nomination**

We nominate the following cities in \_\_\_\_\_\_\_ for the UNESCO Learning City Award 2021:

**Nominated city \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Nominated city \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Date: Signature of official representative: