Application form

National URBACT Point for Belgium (2023-2029[[1]](#footnote-1))

1. Organisation proposed as NUP for Belgium
	1. Please fill in the following:

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| **Name of organisation proposed as NUP**  |  |
| **Type of organisation**(national authority, national agency, national network of local authorities, etc.) |  |
| **Specific department to be commissioned as NUP (if relevant)** |  |
| **Website of the organisation** |  |

* 1. Status of the organisation

[ ] Public body

[ ] Public equivalent body

[ ] Not for profit organisation

* 1. Please briefly describe the role and responsibilities of the organisation

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* 1. Has this organisation acted as National URBACT Point for URBACT III?

[ ] Yes

[ ] No

1. Capacity and experience of proposed NUP organisation
	1. Please respond to the following questions

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| **What's the organisation's experience on integrated urban development?** |  |
| **What's the experience of the proposed organisation/department in implementing EU or national policies?** |  |
| **What's the experience of the proposed NUP in communicating, reaching out & raising awareness?** (sending newsletters, writing articles, updating webpages, using social media, producing videos, publications, digital materials) |  |
| **What's the capacity of the proposed NUP to access and dialogue with the national authority in charge of URBACT and urban affairs?** |  |
| **What's the experience of the proposed NUP in organising events at national level?** |  |
| **What's the experience of the NUP in reaching out to cities, regions and relevant urban stakeholders?** (established mailing list, cooperation with other partners that help disseminate news to cities, etc) |  |
| **What's the experience of the NUP in organising trainings for cities and urban stakeholders?** |  |
| **What will be the capacity of proposed NUP to facilitate the bridging between URBACT, EUI activities, Cohesion Policy programmes and Managing Authorities?** |  |
| **What's the organisation's experience on urban innovation?** |  |
| **What's the experience of the organisation in implementing Cohesion Policy?** |  |
| **What's the organisation's experience in reaching Belgian local authorities?**  |  |
| **What's the organisation's experience in organising activities and communicating in the Belgian national languages?** |  |

* 1. How much time does the proposed organisation estimate to invest for NUP activities? (in terms of Full Time Equivalent)

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1. Name and profile of the referent person to be appointed as National URBACT Point

By referent person, we mean the person who will be the contact person for the URBACT/EUI Secretariats on a daily basis for different missions and activities.

**[ ] Please attach the CV of this person to this form.**

* 1. Please fill in the following table

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| **Name of the referent person** |  |
| **Position held** |  |
| **Name of service/department/direction** |  |
| **Email of this person** |  |
| **Professional phone number (+XX )** |  |

* 1. Has this person worked for the National URBACT Point under URBACT III?

[ ] Yes

[ ] No

* 1. Names and emails of other people who will support NUP activities and who should be included in the mailing list of the URBACT Secretariat

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* 1. Knowledge, capacity and experience of the proposed person/team on:

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| **Sustainable urban development & related public policies/programmes** |  |
| **Organising events for cities and urban professionals** |  |
| **Reaching out to cities & relevant target audiences** |  |
| **Organising trainings for cities and urban professionals** |  |
| **Communication** (public speaking, newsletters, social media, updating webpages, writing articles, videos, etc) |  |
| **Communicating in English when necessary** |  |
| **Facilitating discussions** |  |
| **Identifying needs & opportunities for events/trainings** |  |
| **Customising content to different audiences** |  |

1. Complementarities with the EUI contact points
	1. Would your organisation be interested to act as EUI contact point on top of National URBACT point?

[ ] Yes

[ ] No

[ ] I don't know yet

* 1. **If your organisation is not interested to act as EUI contact point**, what are the reasons for this?

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* 1. **If your organisation is not interested to act as EUI contact point**, how would you plan to ensure a good coordination with the EUI contact point?

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* 1. **If your organisation is interested to act as EUI contact point**, would the referent person from your organisation responsible for the URBACT-program be the same as the referent person for the EUI program?

[ ] Yes

[ ] No

[ ] I don't know yet

* 1. Why not?

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* 1. What are the reasons for this?

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1. Relevant annexes :

Please feel free to attach to this form your organisation activity report and/or any other relevant annex and list these hereunder:

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1. Before you go...
	1. Are there any comments and/or suggestions you would like to share?

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For more information about the National URBACT Points (required profile, missions, implementation framework, budget…) please refer to the [Programme Manual](https://urbact.eu/sites/default/files/2023-01/URBACT%20IV%20Programme%20Manual_1.pdf) pp. 112-119.

For more information about the EUI contact points please download the [dedicated concept note](https://ec.europa.eu/eusurvey/files/cd88bd8d-98a6-47c0-a9fd-4039031beafd/d46b4da1-889c-4041-8cf0-0dbe152ac06e) (draft version).

The completed form and all relevant annexes (CV, activity report…) must be sent via e-mail by the 14th February 2023 to the representatives of the three regions:

- Brussels Region: MANAC'H Céline, Brussels International: cmanach@sprb.brussels

- Flemish Region: VERVLOET Jasper, Agentschap Innoveren & Ondernemen: jasper.vervloet@vlaio.be

- Walloon Region: LECOQ Térence, Wallonie-Bruxelles International : t.lecoq@wbi.be

[urbact.eu](http://www.urbact.eu/) | [vlaio.be](https://www.vlaio.be/nl) | international.brussels | [wbi.be](http://www.wbi.be/)

1. *Subject to a positive evaluation in 2026, after 3.5 years.* [↑](#footnote-ref-1)