The Milan Urban Food Policy Pact Secretariat is proud to announce the fourth edition of the Milan Pact Awards, a joint initiative of the City of Milan and Cariplo Foundation.

The previous editions gathered a total of 156 practices from MUFPP signatory cities. The Award Ceremonies were organized during the last Annual Gathering in FAO-Rome 2016, Valencia 2017 and Tel Aviv 2018. The 2019 edition will be hosted in Montpellier (France) during the MUFPP Annual Gathering, from 7-9 October. SAVE THE DATE!

The purpose of Milan Pact Awards is to promote Mayors’ action on developing “sustainable food systems that are inclusive, resilient, safe and diverse, that provide healthy and affordable food to all people in a human rights-based framework, that minimise waste and conserve biodiversity while adapting to and mitigating impacts of climate change”. The Awards are also an initiative aims to recognize innovation and stimulate good practices exchange among MUFPP Signatory Cities.

This call asks signatory cities to submit from 1 to 3 food practices in relation to the 6 MUFPP categories. Please, follow the guidelines for submission below that explain in detail the awards criteria and the evaluation process.

The deadline for receiving submissions is Sunday, 26 May 2019. An expert Awards Committee will evaluate submissions by a set of four criteria: innovation, impact, inclusion and adversity. There are two types of awards:

• Six practices will be awarded with 6 Special Mentions as highest scoring practice in each of the six categories of the MUFPP.
• Two practices will be awarded with 2 Monetary Prizes of EUR 15,000 each, to be used for peer-to-peer technical assistance to other MUFPP signatory city or networks. The two monetary awards are: Highest Score Award and Challenging Environment Award.

All the practices submitted could be shared by the Secretariat on the MUFPP website, social media, the FAO Urban Food Actions Platform and other platforms.

To submit your practices and for any request of information about the Milan Pact Awards please contact the MUFPP Secretariat at MUFPP.award@comune.milano.it

www.milanurbanfoodpolicypact.org/award
Guidelines for Submission 2019
from 1 to 3 practices per each MUFPP city
deadline **Sunday 26 May 2019**

1. Introduction

These guidelines are your instructions to correctly fill out the submission form of the fourth edition of the Milan Pact Awards (MPA 2019).

2. Requirements

Cities applying to the Awards can submit **up to three food practices** using three separate forms. Winning practices (monetary prize only) of Milan Pact Awards past editions cannot be submitted again. Cities that applied last editions but did not receive awards are welcomed to submit new or updated food practices. Submissions from cities may be in **English** (preferred), **French** or **Spanish**.

A food practice can be considered eligible for the Milan Pact Awards, when the applying city has:

1. signed the Milan Urban Food Policy Pact;
2. completed one **Submission Form per practice**;
3. attached the **Letter of the Mayor** dated and signed by the Mayor on municipal letterhead;
4. submitted by **Sunday, 26 May 2019** by email to mufpp.award@comune.milano.it with the object “NAME COUNTRY MPA2019_MUFPP Category” (e.g for a practice submit by the City of Milan on MUFPP Category Governance: “MILAN_MPA2019_Governance”)

Please for any additional information or issue contact: mufpp.award@comune.milano.it

3. Definitions

**Milan Urban Food Policy Pact**
The MUFPP and its recommended actions can be found in Arabic, Dutch, English, French, German, Italian, Portuguese, Russian and Spanish at www.milanurbanfoodpolicypact.org/text

**Food practice submittable**
A food practice is any policy, strategy, program, project or initiative that is sponsored or initiated by city government which addresses or is related to the elements of a food system (production, transformation, distribution, consumption and disposed) as enshrined in the Milan Urban Food Policy Pact.

4. Instructions

Cities submitting their practices, from one to three, are asked to fill out in each part one **Submission Form** per practice.

Instructions of the Milan Pact Awards are in English, French and Spanish. If possible, cities are kindly invited to submit their forms in **English**, even though **submissions in French and Spanish** are also accepted.

Assistance for filling out the submission form is available, if needed, by contacting: MUFPP.award@comune.milano.it

The following instructions correspond to the four sections of the submission form.

I. Basic information

This section asks for the city and contact person information and the title of the policy or practice submitted. Then, is presented a set of annex that are mandatory (**Letter of the Mayor** dated and signed by the Mayor on municipal letterhead and 3-5 **pictures** related to the practice in high resolution) and optional (**video** 1 minute approx and any other **documents** related to your practice such as policy brief, maps, graphics, reports).

II. Description of practice

As the awards are evaluated in relation to the categories of the MUFPP, section II.A asks to indicate the **primary category** to which the practice is associated (or the category where the process was initiated).
Even if the practice is cross-cutting with other categories, it is mandatory to choose one category as the principal and most relevant one. Please note that interactions across categories are welcomed and will be evaluated in the “inclusion” criteria (section III. C).

Section II.B please indicate one or more Sustainable Development Goals (SDG) that your practice or your policy is addressing. Please refer to the complete text of the SDG at https://www.un.org/sustainabledevelopment/sustainable-development-goals

Section II.C asks for a brief description of the practice including the context, needs, goals, objectives, jurisdictions involved, users or beneficiaries and key lessons or outcomes.

The implementation of the practice must already have occurred or have been implemented by the time of submission. Thus, in section II.D it is required to declare the starting date of the practice and indicate whether the practice is completed (and eventually specify when) or ongoing.

Section II.E asks for which actors and stakeholders are involved in the policy or practice. Please declare the city departments or municipal agencies involved and note that also the partners outside the municipality that have a role in your practice such as academic, non-governmental, private sector or donor organizations should be indicated.

Section II.F asks for a list (bullet points) indicating the steps taken to design and implement the practice.

III. Award criteria

There are four criteria of evaluation by the Awards Committee. This section asks for short responses to all four criteria. Up to 250 words may be used to concisely explain how each of the first three criteria (A, B and C) applies to the chosen food practice and 500 words for the criteria related to overcoming adversity (D).

The Awards Committee will assign a numerical value from 1 to 10 points for each criteria. Points received for the adversity criteria (D) will be multiplied as a coefficient against the total points received in the first three criteria (A-C) in order to identify the highest scoring practice with significant adverse factors (see final section of this document for a sample scoring using the adversity criteria as a coefficient to assess the degree of adversity or challenge).

A. Innovation
Local food policy is evolving to meet new challenges, such as impacts of climate change and economics, health and urbanization pressures. Innovations in urban food policy and practice to meet these challenges are found in every category of the MUFPP Framework for Action as food systems are reoriented towards sustainability. Describe to what extent your practice provides a novel approach in urban food systems development in your country, region or internationally.

For example, your city’s practice might be a first experience of its kind in relation to other cities in your country or region. It might be the implementation of new international policy support for sustainable cities in the area of food security, nutrition and sustainable agriculture. It might be innovative in relation to the New Urban Agenda or to the Sustainable Development Goals (SDGs) in the 2030 Agenda.

B. Impact
Social, environmental and/or economic impacts are considered for this category. Social impact is primarily about the impact on vulnerable populations including women, children, elderly and/or displaced/migrants who often require food assistance and/or might lack adequate access to affordable and nutritious food. Has your food practice targeted the vulnerable? Economic and environmental impact can also be presented. Please add quantitative data, indicators or targets met. If available or if still developing your monitoring framework for a new policy or practice you might describe your future plans. If the impact of the policy is assessed by the FAO-MUFPP Monitoring Framework, please specify which indicators you are using.

Awards Cerimony during the 5th Annual Gathering of the Milan Pact hosted in Montpellier (France) 7-9 October 2019
C. Inclusion
In your practice or policy you might address one or more of these 3 kinds of possible inclusion: thematic inclusion the practice might integrate two or more categories of the MUFPP and might involve different departments within the city government (for example through departments of planning, education, health, economic development, social and environmental protection, etc.); territorial inclusion, the practice might be carried out in more than one local authority area (e.g. between a city government and the surrounding rural, territorial or metropolitan governments); social inclusion, civil society and private sector might be considered partners to urban and metropolitan governments (e.g. in management of informal or formal markets, or in distribution of food to the vulnerable, etc.).

D. Adversity Coefficient
This coefficient will determine the winner of the “Monetary Award for a Challenging Environment”. Cities facing special situations of adversity may wish to include supporting data, for example, that identify extreme poverty, food insecurity, poor nutrition, low access to food, impacts from environmental damages or specific challenges, such as: impact of recent or current conflict, impact of displaced population; impact of severe environmental disaster (flood, earthquake, sea level rise, hurricane, etc.); impact of severe economic shock, extreme economic hardship or poverty; challenging administrative conditions such as the lack of resources, leadership or capacity within or between departments and levels of government.

5. Evaluation process and Awards
After the 26th of May 2019 deadline, the Awards Committee composed by international experts will evaluate the received submissions and assign a value for each of the criteria from 1 to 10 points per criterion.

The 6 practices with the highest score in each of the 6 categories of the MUFPP (Governance, Sustainable Diets and Nutrition, Social and Economic Equity, Food Production, Food Supply and Distribution, Food Waste) will be assigned the Milan Pact Special Mention that recognizes the most innovative food policies or practices of 2019.

The overall highest scoring practice/policy given by the sum of the first three criteria (Innovation, Impact and Inclusion) is the winner of the Highest Score Award. The practice ranking the highest between the sum of the first three criteria (A,B,C) multiplied by the points given for the adversity coefficient (D) will be the winner of the Challenging Environment Award.

These two final overall winners will receive 15,000 EUR each to provide technical assistance to other signatory cities or city networks that want to learn from the winning practices.

During the 5th MUFPP Annual Gathering hosted in Montpellier (France) 7-9 October the Awards Ceremony will take place and the 6 Special Mentions and the 2 Monetary Awards will be assigned.

The two winning cities of Monetary Awards should send at the MUFPP Secretariat a draft planning for proposing the peer-to-peer technical assistance to transfer the winning practices by 31/12/2019. Please be aware that the exchange programme requires a MUFPP Secretariat and Cariplo Foundation final approval.

Good luck!