



Terms and Conditions for the 2018 European Green Leaf Competition

1. The 'European Green Leaf' competition is open to cities in the EU Member States, EU Candidate Countries, Iceland, Liechtenstein, Norway and Switzerland.
2. All cities from the countries listed above which have between 20,000 and 100,000 inhabitants at the date of application can apply for a European Green Leaf. Please note: where applicable, cities may apply for either the EGCA or EGL, but not both, in any given year. On questions of eligibility, the decision of the European Commission is final.
3. In this context and for the purpose of the European Green Leaf competition, a 'city' is understood to be an urban area (excluding metropolitan areas, larger urban zones and conurbations) governed as a single administrative unit by a city council or other form of democratically elected or appointed body.
4. This competition, entitled 'European Green Leaf' is organised and promoted by the Environment Directorate-General of the European Commission.
5. Applications for a European Green Leaf will be considered only after acceptance by the applicant of the present terms and conditions.
6. The European Commission will not be liable for any costs incurred by participants in the preparation and submission of their application.
7. Participants will be deemed to have accepted these terms and conditions by returning the application form with an accompanying declaration signed by the mayor/highest ranking city authority representative.
8. City authorities interested in applying for a European Green Leaf must register their interest via the application portal – where they will receive the application form and other documentation relating to the competition.
9. The closing date for the completed entry form is 16.00 CET on 3 November 2016. All applications must be uploaded to the European Green Leaf application portal.
10. In the event that a clarification(s) of any detail in the application is requested by a member of the Expert Evaluation Panel reviewing the application, the applicant city will have 5 working days to provide a response.
11. A number of shortlisted cities will be proposed by the Expert Technical Assessment Panel to the Jury. The Expert Panel reserves the right not to propose a shortlist if the quality of applications is not deemed to be of a sufficiently high standard. The Jury makes the final decision regarding the shortlist and no correspondence shall be entered into in this regard.
12. If a good practice example from your application is selected by the Expert Technical Assessment Panel you will be required to co-operate with the Secretariat to provide any additional information required and this information may be used in the Good Practice Report.
13. Shortlisted cities will be asked to prepare a short (maximum 3-4 minutes) video for the Jury round of the competition. One city representative from the short-listed cities may also be invited to be present at the Award Ceremony.
14. The Jury may submit requests for clarification(s) prior to final assessment of the shortlisted applications. Shortlisted cities will have 5 working days to respond to any request for clarification from the Jury.
15. The Jury may select more than one winning city. The Jury also reserves the right not to select any winners. The Jury's decision on the winner(s) shall be final and no correspondence shall be entered into in this regard.



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16. The Winner(s) Application Form(s) will be made public via the website.
17. Cities winning a European Green Leaf will be asked to take part in relevant promotional activities, such as giving presentations and mounting exhibitions at various events.
18. In taking part in this competition, applicant cities agree to participate in the media-related activities as requested by the Commission.
19. Winning Cities will be required to sign a Memorandum of Understanding with the European Commission where the terms applicable to winning the European Green Leaf will be clearly defined.
20. Any city having won a European Green Leaf may not apply again during the 3 years following their award.