



FREQUENTLY ASKED QUESTIONS

The Innovation in Politics Awards

**COURAGE
BEATS
PREJUDICE.**



FREQUENTLY ASKED QUESTIONS

General aspects

What are The Innovation in Politics Awards?

The annual Innovation in Politics Awards have been created to recognise creative, courageous politicians and their innovative projects in the member countries of the Council of Europe. They will be presented for the first time in 2017.

Who is behind the Awards?

The Awards are presented by The Innovation in Politics Institute. We are a private, non-partisan organisation, supported by a Europe-wide group of concerned citizens from a broad political spectrum. For the first year of operation, we have established local offices in eight European countries: Austria, Bulgaria, France, Germany, Italy, Poland, Sweden and the United Kingdom. They provide information and support in their respective local languages.

What is the purpose of the Awards?

We see it as our mission to recognise and support those politicians in Europe who have the courage to break new ground, are creative and achieve results – regardless of party affiliation and regional level. We will present these awards because we want European politics to improve. Our quality of life lives and dies by politics. And so do our European values: human rights, social balance and democracy. These values are currently under threat – from nationalists on the inside who want to divide us into small, weak countries, and from global changes on the outside.

Against this backdrop, the finalists of The Innovation in Politics Awards will form a growing network of credible and reputable politicians working for a stronger Europe.

What projects are rewarded?

Projects are rewarded in nine categories: civilisation, democracy, human rights, freedom, ecology, community, prosperity, jobs and quality of life. The projects must be innovative and meet at least one of the following additional criteria: building trust, participation, bridge building, sustainability and financial viability.



How many winners are there and what are the prizes?

The ten entries with the highest scores in each of the nine categories will automatically become finalists. The owners of these projects will be invited to the award ceremony on 6 December 2017 in Vienna. The highest-scoring project in each category will be the category winner and will receive a trophy.

Can I participate?

As a resident of a member country of the Council of Europe, you can nominate a project which fulfils the submission criteria, and you can apply to become a juror (for details see the “Nominations” and “Jury applications” sections).

As a politician responsible for a project that fulfils the criteria, you are invited to submit it (up to three projects per applicant).

What are the deadlines in 2017?

Project nominations: 31 July 2017

Project submissions: 15 August 2017

Applications for jurors: 31 August 2017

Nominations

What is the difference between nominations and submissions?

A **nomination** brings a project to our attention – this is something anyone can do. After receiving a nomination, we contact the politician responsible for the project and invite him or her to officially **submit** it to the Awards competition.

Can I nominate a project?

Yes, if you know of an eligible project in a member country of the Council of Europe, we invite you to nominate it. This process only takes a few minutes.

What projects can be nominated?

Projects can be nominated in nine categories: civilisation, democracy, human rights, freedom, ecology, community, prosperity, jobs and quality of life. The project must be innovative and meet at least one of the following additional criteria: building trust, participation, bridge building, sustainability and financial viability.

What are the formal criteria for a project to be accepted?

- It must have taken place in a member country of the Council of Europe (CoE).
- A politician or group of politicians must have played a key role in making it possible.
- It must have been financed (at least partially) by public funds.



- It must have had a substantial impact on the lives of at least 1,000 people in a CoE member country (no pure communication campaigns or events, no scientific studies, and no projects at the planning stage).
- It must be max. five years old (launched on or after 1 January 2012).
- It must be in accordance with the Universal Declaration of Human Rights.

What information must I provide?

- Your name and contact details
- The project title and a brief description
- A link to the project website
- The name and contact details of the politician responsible (if known)

What is the deadline for nominations?

31 July 2017

What happens after the nomination?

You will receive a confirmation that we have received your nomination. We will then invite the politician in question to submit the project. If he or she decides to do so, we will inform you that the project you nominated has been officially submitted.

Submissions

Can I submit a project?

Only the “project owner”, i.e. the politician (or politicians) behind a project, can officially submit it to the Awards competition. If that applies to you and your project fulfils the criteria, we invite you to submit it.

What projects can be submitted?

Projects can be submitted in nine categories: civilisation, democracy, human rights, freedom, ecology, community, prosperity, jobs and quality of life. The project must be innovative and meet at least one of the following other criteria: building trust, participation, bridge building, sustainability and financial viability.



What are the formal criteria for a project to be accepted?

- It must have taken place in a member country of the Council of Europe (CoE).
- A politician or a group of politicians must have played a key role in making it possible.
- It must have been financed (at least partially) by public funds.
- It must have had a substantial impact on the lives of at least 1,000 people in a CoE member country (no pure communication campaigns or events, no scientific studies, and no projects at the planning stage).
- It must be max. five years old (launched on or after 1 January 2012).
- It must be in accordance with the Universal Declaration of Human Rights.

What are the substantial criteria for evaluation?

The most important criterion is **innovation**. The project must break new ground while meeting a challenge in its sphere of influence (municipality, region or country). The innovation need not be a “world first”. What counts is a new approach in the country or region where the project was realised, and skilful adaptation to the local culture and needs.

For scoring, innovation counts for 50 % of the total.

The project must also meet **at least one** of the following five criteria which each account for 10% of the overall score:

- **Building trust**. Strengthening trust in democratic processes and institutions
- **Participation**. Motivating citizens to participate extensively in the project
- **Bridge building**. Bringing together people with different backgrounds or political views
- **Sustainability**. Creating lasting and sustainable improvements in people’s lives
- **Financial viability**. Achieving a favourable cost/effect ratio

Is there a submission fee?

No, submissions are free of charge.

How do I submit a project?

You can enter your project using the online form, which guides you through the whole submission process.

How many projects can I submit?

You can submit up to three projects per politician/“project owner”.

What languages can I use?

The standard language is English. This is the language in which your submission will be presented to the international jury. However, you can submit projects in any European language. Submissions in other languages are translated (free of charge for you) by a certified translation office. The English translation is then sent back to you for approval within a specified timeframe. This approval is mandatory for further processing.



What information must I provide?

Submissions must contain the following information:

- Project owner's name, political office, contact details
- Country (region, city)
- Contact person for queries (if other than the submitter)
- Title of project
- Summary description
- Accordance with formal Awards criteria
- A description how your project meets the six substantial criteria.
- Category in which the project is to be entered (and an optional second category)
- Supplementary information (optional, in English only)
 - Charts (max. three)
 - Video (one only, max. two minutes)
 - Audio (one only, max. ten minutes)
 - Photos (max. three)
 - Links (max. three) to websites and social media sites (if no registration required)

What is the deadline for submissions?

15 August 2017

What happens after the submission?

You will receive a confirmation that we have received your submission. In case relevant information is missing, we will contact you and ask you to provide it.

If your submission is in a language other than English, it will be translated (free of charge for you) by a certified translation office. The English translation will then be sent back to you for approval within a specified timeframe. This approval is mandatory for further processing.

Submissions in English and approved English translations are then put before an expert group to be checked against the formal project criteria (see above). The expert group may ask the submitter for additional information.

The expert group excludes projects which do not meet one or more of the formal criteria. In such cases the submitter will be notified of the exclusion. The expert group's decision is final.



Jury application and selection

Can I become a juror?

If you are a resident of one of the member countries of the Council of Europe, and have reached the legal age applicable in your country, you are welcome to apply to become a juror. If selected, you will evaluate a number of exciting political projects from different parts of Europe.

All evaluations will be carried out online. In order to evaluate the submitted projects, you must have advanced reading skills in English.

How can I apply?

Please use the “Become a Juror” online application form. You will be guided through the application process.

What information must I provide?

You will be asked to provide the following information:

- Your full name
- A validated e-mail address
- Your full address and country of residence

How are the jurors selected?

1,000 jurors will be selected by the Awards office. They will reflect the composition and diversity of the European population, in terms of sex, age and place of residence

Do jurors receive compensation?

Jurors are not paid, but all jurors will take part in a raffle. Ten jurors will be invited at the gala on 6 December 2017 in Vienna as our guests, including travel expenses and accommodation.

What is the deadline for jury applications?

31 August 2017

What happens after the application?

You will receive a confirmation that we have received your application.

If you are selected as a juror, we will inform you and provide you with information about the timeline, the project evaluation process and your duties as a juror.

Applicants who are not selected will also be notified. Depending on the number of applications, unsuccessful applicants may be contacted to become a juror the following year.



Project evaluation process

How does project evaluation take place?

- The jury evaluates all projects online using a secure intranet voting platform. For this purpose, an online account is created by the Awards office for each juror. Jurors are provided with access codes and instructions on using the account.
- When they log in for the first time, each jury member will be informed of the basic rules and criteria, and must accept these terms before proceeding.
- Each juror is assigned (at random) a maximum of 15 projects to evaluate. This does not include projects from the jurors' own countries.
- Jurors evaluate each project separately according to the evaluation criteria outlined above, using a scale of 0 to 9 points for each criterion.
- When the evaluation of a project is completed, the juror is prompted to submit the result, which cannot be changed after submission.
- After all scores have been received, they are tallied up and the winners and finalists are determined using an automated electronic system.

How are the projects assigned to the jurors?

Each juror is assigned a maximum of 15 projects to evaluate. This happens at random, and does not include projects from a juror's own country.

How are the winners selected and how many are there?

- Jurors evaluate each project separately according to the evaluation criteria outlined above, and using a scale of 0 to 9 points for each criterion.
- After all scores have been received, they are tallied up and the winners and finalists are determined using an automated electronic system.
- The ten entries with the highest scores in each of the nine categories will automatically become finalists. The owners of these projects will be invited to the award ceremony on 6 December 2017 in Vienna.
- The highest-scoring project in each of the nine categories will be the category winner and will receive a trophy.



Prizes and award ceremony

- The ten entries with the highest scores in each of the nine categories will automatically become finalists.

What are the prizes?

The owners of these projects will be invited to the award ceremony on 6 December 2017 in Vienna.

- The highest-scoring project in each of the nine categories will be the category winner and will receive a trophy.

- All finalists automatically become members of The Innovation in Politics Network, a Europe-wide network of political innovators which will grow year-on-year, and will organise get-togethers in various locations across Europe.

When and where are the prizes presented?

The award ceremony for The Innovation in Politics Awards 2017 will take place on 6 December 2017 in Vienna, Austria.

Can I attend the award ceremony?

Attendance will be by invitation only. The finalists in each of the nine Awards categories will be invited to attend the ceremony.

Is there a fee for attending?

No, although attendees will be expected to cover their own travel and accommodation expenses.

When will the winners be announced?

The finalists will be announced after the project evaluation process is completed, and in advance of the award ceremony. The winners (who receive the top score in each category) will only be announced at the ceremony.

Legal issues

Am I responsible for securing the publication rights for submitted materials?

Yes, definitely. We are unable to check who owns the rights to thousands of items submitted from all over Europe.

If you send us materials where there are potential copyright issues (this concerns mainly audio-visuals), please be sure to ascertain whether they are free for publication (see also the Terms and Conditions).

This does not apply to links to websites.

**Do I have to transfer all rights to submitted materials?**

We require all publication rights for non-commercial use in connection with organising and marketing the Awards. For details, please check the Terms and Conditions

Am I responsible for the accuracy of the information provided in submissions?

- As neither we, the Awards organisers, nor the jurors can independently verify the information contained in project submissions, it is your responsibility as a submitter to provide accurate information.
- We reserve the right to delete any offending materials and to remove any entries found to be fraudulent or grossly inaccurate from the competition.
- Furthermore, if at a later date a submission is found to contain grossly inaccurate or misleading information, or to infringe upon the legal rights of third parties, we reserve the right to revoke any distinction conferred on the project.

What happens if there is a technical fault when I am using the Awards website?

- We will make every reasonable effort to offer all users a properly functioning Awards website, and secure and reliable processing of submissions, applications for the jury and the project evaluation procedure. However, we can offer no warranty and accept no liability for the functioning and technical integrity of the Awards website or any of the processes mentioned above.
- Please inform us immediately in case of technical problems. We will do our best to rectify them as quickly as possible.
- For further details please check the Terms and Conditions.

How will the data I submit be protected?

- We will keep all personal data submitted with project entries, jury applications and other communications confidential, and will not share such information with any third parties.
- Personal data will be stored in secure databases, in accordance with Austrian/EU data protection regulations, and will only be used in connection with The Innovation in Politics Awards and related activities.
- If any communication beyond the Awards is envisaged, we will contact each individual concerned to obtain their permission.