



green in motion

U-MOB LIFE15 GIC/ES/000056

CONTEST OF BEST PRACTICES ON GREEN PROCUREMENT IN UNIVERSITIES RELATED TO SUSTAINABLE MOBILITY

Procurement is a key tool for promoting
environmental and other societal goals

September 2020

novotec



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Universities are major consumers of products and services. By using their purchasing power to choose environmentally-friendly goods, services and works, they can make an important contribution to sustainable consumption and production.

Sustainable mobility-related Green Procurement is already being successfully implemented across the European Union in universities and other public authorities (cities, etc.).

U-MOB consortium launches this contest to award the most remarkable Green Procurement best practice related to sustainable mobility, implemented in the last years (2017-2020) at a European university campus. The aim of this contest is to boost the exchange of best practices on sustainable mobility-related Green Procurement among universities in U-MOB network and to extend the invitation for new universities to join the network.

Rules

Organising entities

This Contest of Best Practices on Green Procurement in Universities related to sustainable mobility has been organised by the partners of U·MOB LIFE project (U·MOB consortium).

The participation in the contest implies the acceptance of the following rules.

1. Who can participate?

Universities located in any member country of the European Union at the time of these rules release, September 2020, who have signed a letter of endorsement within the U·MOB project (levels 2 and 3).

These universities shall send their most remarkable best practices implemented in their own campuses.

Universities that join the U·MOB network later than September 30th 2020 will be admitted to participate only if they sign a level-2 letter of commitment.

2. Topics

The object of this contest is the collection of best practices implemented in the last years (2017-2020) in European campuses, which fall within the scope of the following topic:

Green Procurement in Universities related to sustainable mobility

The best practices could be related to one of the following categories:

- Mobility-related products or services, which are acquired or contracted by the university such as:
 - Purchase, lease or rental of green vehicles for the university community
 - Transport and mobility services at the university, including university buses, bicycles, car sharing initiatives, etc.
- Other services contracted by universities involving mobility of people or transport of goods such as:
 - Facility maintenance.
 - Cleaning.
 - Security.
 - Goods delivery, etc.

3. Materials

To describe the best practice, the following materials shall be sent to U·MOB consortium. Best practices which do not comply with these requirements will be discarded:

- a) Text introducing the best practice including University, Title, Date of implementation, Aims, Background, Description, Indicators, Expense and Financing, Conclusions and Lessons learnt [Link](#).

Maximum length of 1,500 words.

- b) Graphic materials to "see" the best practice: pictures or a video.

Videos should have a maximum length of 1-2 minutes, horizontal format. Title at the beginning and the author's names at the end. Moreover, videos must comply with the following:

- Legislation on copyright aspects shall be taken into account by the authors.
- Advertisement is not allowed.
- If people are visible in the pictures or the video, consents shall be collected by authors.
- The images shall respect the dignity of people, groups and entities.
- The person presenting the images is responsible for complying with all legal requirements. If this person does not have the needed permissions, material will not be accepted.

4. Language

The language of the material should be English.

In the case of the videos, local languages will be admitted but the videos should be subtitled in English.

5. Evaluation criteria

Best Practices will be evaluated on the base of the following criteria:

- Improvement resulting from the best practice (max. 40 points);
- Innovativeness of the best practice (max. 40 points);
- Stakeholder engagement (max. 10 points);
- Replication potential and benchmarking (max. 10 points).

How to participate?

You must send an email to info@u-mob.eu including the following information:

- Subject: Contest of Best Practices on Green Procurement in Universities related to sustainable mobility.
- University: name and location.
- Data of the contact person on behalf of the university:

Name/surname
Job position
Email address
Phone number

- Text introducing the best practice, according to the section **Materials**.
- Pictures/video, according to the section **Materials**. You can provide a link to download them from Dropbox, WeTransfer, Vimeo or YouTube.
- Attach the document regarding the transfer of data, which is explained in the following section, signed by the person sending the information on behalf of the university. The document can be downloaded [here](#).
- If the university has not signed the [letter of engagement](#) with U·MOB network, it must sign and send it in attachment.

Transfer of data

The participants must give up the image copyrights of the pictures and videos provided for the contest by signing a document. U·MOB consortium will have the right to publish them on their project website.

Personal data will be managed by U·MOB consortium according the terms of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

Award

The award for the winner university will consist of the graphic design and production of the materials for a campaign to raise awareness of students and university staff on sustainable mobility issues, including the importance of purchasing goods and services by applying sustainable mobility-related criteria.

The campaign will be designed considering the particular aims regarding mobility of the winner university in 2020. The type of material and contents will be decided in agreement with the university.

The campaign will have a maximum cost of 2,000 €, which will be paid by Novotec by means of its own budget in the framework of U·MOB project.

It will be developed by March 15th 2021.

Deadline

Universities must send their best practices to U·MOB consortium by November 30th, 2020.

Jury's decision

The jury will be composed of U·MOB partners. Its decision will be taken by December 15th, 2020.

Contact data for questions

info@u-mob.eu