



# **APPLICATION GUIDELINES: GRANT SCHEME FOR THE IMPLEMENTATION OF ACTIVE MOBILITY OR CITIZEN ENGAGEMENT MEASURES BY LOCAL COUNCILS AND NON-GOVERNMENT ORGANISATIONS**

## **1.0 Introduction**

Research has shown that the design of cities affects one's quality of life. The layout of physical space plays a significant part in the way we engage with it and this will become more important as more people live in cities and urbanisation increases. The increase in environmental awareness and the need for open spaces in urban areas as highlighted by the Covid-19 pandemic is leading to the need to rethink the management of space in urban areas.

Urban quality of life is based on four core themes, namely:

- i. material well-being;
- ii. emotional and personal development;
- iii. interpersonal relationships; and
- iv. physical well-being.

These themes provide an organizational framework for exploration of how they are manifest at the metropolitan, neighbourhood and pedestrian levels of scale.

Through this initiative, funds are being made available to Local Councils and/or NGOs in the form of grants for the implementation of projects and elements related to sustainable mobility in their locality with the ultimate aim of increasing the implementation of measures which improve the walkability of localities and facilities which increase the uptake of cycling for short distance trips. The retail and services which are available in each locality offer a good opportunity for the shift to active transport

for short distance trips. Increasing facilities and visibility of pedestrians and cyclists will encourage others to opt for such modes.

The implementation of facilities which encourage walking and cycling will instigate a much needed behaviour change as well as promote alternative modes of transport. An increase in the number of pedestrians and cyclists will effectively showcase the feasibility of walking and cycling for commuting purposes.

The main impact of this initiative is expected to be in the form of emissions reduction and a better quality of life for the residents of the localities where the measures will be implemented but also making the localities more attractive for visitors through an improved urban environment.

## 2.0 Eligibility

This call is open for all Local Councils and NGOs in Malta and Gozo. Submissions can also be made by a partnership of two local councils. This is especially encouraged in the case of neighbouring localities where such collaboration can increase the impact of the measures. Submissions can also be made by a partnership of one local council and one NGO.

Each Local Council or NGO can submit only one proposal under this call. Should more than one application be submitted, the first application submitted shall be processed whilst the other one/s ignored.

By submitting their proposals, Local Councils and NGOs shall be deemed to have accepted all the time-lines, terms and conditions set out in the documentation issued or that shall be issued by the Authority for Transport in Malta (hereinafter also referred to as the "Authority" or "Transport Malta"). No variations or deviations from the said time-lines, terms and conditions shall be permitted. Variations or deviations shall constitute a breach of the applicant's obligations which may lead to disqualification from participation and revocation of the grant, as the Authority in its sole discretion shall deem fit.

All submitted applications will be assessed against, and will be required to comply with, ALL the below criteria:

1. Local Councils/NGOs need to submit a full application using the relevant application form by not later than the twenty sixth (~~20<sup>th</sup>~~) of ~~November~~, of the year two thousand and twenty two (**2022**).
2. Local Councils/NGOs need to commit themselves to complete the implementation phase of the awarded measure/s within one (1) year from the signing of contractual agreement.

Deleted: 6

Deleted: September

3. Local Councils/NGOs are to propose measures related specifically to active modes of transport, micromobility and citizen engagement. Eligible projects will be focused on citizen engagement on sustainable and alternative mobility, walking, cycling and the use of micromobility. Examples of measures may amongst others include establishing a walking school bus, closed bicycle parking facilities, setting up of bicycle training facilities, cycling and walking paths, installation of bicycle repair stations, installation of bicycle racks, installation of pedelec charging hubs, installation of shading along footpaths and, activities engaging the community in sustainable mobility planning and actions.

4. Local Councils and NGOs are to submit their proposal including a detailed description of the project, the equipment, works, state of readiness and long-term management and maintenance plan. Applicants will also be expected to provide the detailed costings for the implementation of the measures which should be realistic and supported with the required quotations and documents, where and as applicable.

### 3.0 Budget and Funding Rules

A budget of two hundred thousand euros (€200,000) is being allocated for this initiative and will be made available to at least ten (10) Local Councils/NGOs where a grant of a maximum twenty thousand euros (€20,000) will be awarded to each. Applicants are being invited to submit proposals related to citizen engagement and the installation of facilities and implementation of measures related to sustainable and alternative mobility with a particular focus on walking, cycling and micromobility.

The grant will be capped at twenty thousand euros (€20,000), irrespective of whether the total budget for the measure or measures exceeds that amount. In the cases of partnerships, the grant will be adjusted according to the number of applications participating not exceeding €20,000 for each Local Council/NGO. The funds will be administered by Transport Malta. However, the implementation of the proposed measures will be the responsibility of the Local Councils/NGOs that are awarded the grant.

Twenty five per cent (25%) of the estimated cost of the project will be prefinanced upon signing of the award contract. The remaining amount will be reimbursed by the Authority following the satisfactory submission of all relevant procurement documentation and receipts.

Without prejudice to other terms and conditions set out in this document or other related documentation, should the Local Council/NGO fail to implement the measure/s within the agreed timeframe, the Authority may:

- i. deduct up to ten per cent (10%) of funding otherwise made available to the applicant; and/or
- ii. disqualify the applicant and claim back the prefinancing amount with interests.

The winning Local Councils/NGOs are bound to provide a quarterly report with a status update which will be followed by an online meeting with the Authority.

#### 4.0 Evaluation Rules and Procedures and Selection Criteria

The evaluation of submissions for the Grant for the Implementation of Sustainable Mobility Measures by Local Councils will be carried out by the Evaluation Committee in accordance with the following rules and procedures and against the outlined selection criteria.

In order to be considered for evaluation, the submission must satisfy all the Eligibility Criteria as indicated above.

#### 5.0 Selection Criteria

All eligible applications will be assessed against the Selection Criteria outlined below where each submission is to satisfy the criteria being presented.

Submissions which do not qualify to the evaluation stage will be informed accordingly.

Deleted: ¶

##### A. Quality and ambition of the Project:

The evaluation will focus on the nature of the project and the quality and ambition of the measure/s. The Evaluation Committee will consider whether:

- There is a clear rationale for the project
- The technical specifications of the project are clear
- There are clearly defined targets for the project
- The measurable impacts of the project are robust
- There is a clear implementation plan for the project
- There is an effective publicity plan for the project

B. Relevance of the Project in promoting the sustainable mobility measures priorities:

The evaluation will seek to confirm that the measure/s being proposed promote sustainable mobility and prioritises a reduced reliance on conventionally fuelled vehicles and encourages citizen engagement, alternative, green transport modes. The evaluation will consider whether:

- The project promotes mainly active mobility, micro mobility and citizen engagement
- The project does not promote or facilitate the use of conventionally fuelled vehicles for example through the provision of additional parking for cars.

Formatted: Indent: Left: 0 cm, Hanging: 1.27 cm

For the sake of clarity, applications for the purchase of hybrid or electric vehicle will not be considered.

C. Relevance of the Project in maximising the benefits for the target audience:

The evaluation should be able to clearly identify how the project maximises the target audiences who will benefit from the implementation of the measure/s thus the submission should highlight that:

- The measure/s target/s the local community
- The measure/s target/s the wider general public, on a regional or national level

D. Sustainability of the Project:

The evaluation will look at the sustainability of the project thus the submission should identify:

- The potential for longevity of the measure/s
- The potential for development and expansion of the measure/s

E. Feasibility of the Project:

The submission is to clearly demonstrate the capacity to implement the measure/s with the available budget and within the set time frame, the readiness of the Local Council/NGO to implement the measure/s, and the risks to the implementation. Thus, the submission is to include:

- The expenditure and disbursement plan for the project
- The time frame for implementation of the project
- The readiness for implementation of the project

- How the implementation will be monitored and recorded
- How the risks to measure/s implementation have been identified and how they will be mitigated

Formatted: Indent: Left: 0 cm, Hanging: 1.27 cm

## 6.0 Reporting the Evaluation:

The Evaluation Committee will report on the evaluation process of each submission.

Subject to satisfying the criteria for this call, submissions will be awarded to such number of local councils/NGOs until the budget available for this initiative (i.e. that of €200,000) is exhausted.

## 7.0 Clarifications

Following the deadline for submission, the evaluation committee will review all applications and may request clarifications from the respective applicants. In such cases, Local Councils/NGOs are to submit the required details by the established deadline as failure to comply will result in the application not being considered further.

## Contact

Risk Management, Policy and EU Affairs Department

Authority for Transport in Malta

E: [sustainablemobility.tm@transport.gov.mt](mailto:sustainablemobility.tm@transport.gov.mt)

T: +356 2555 4565