

APPENDIX 1

Upcycle City Form Upgrading urban waste flows Vision and a look ahead to the project plan

Background

This form for round 1 of the competition contains a description of the vision for creating value from Almere's waste flows, as well as a look ahead at the concrete project plan. The size of the form will not exceed 5 pages, using Calibri 12 font and a line height of 1.0. Please use the competition's guidelines for a full description.

1. Vision

Describe the vision regarding the circular economy theme in relation to a city's waste flows. What would be the motivation to register and which motives are being worked on in the proposed project? What is the ambition for the proposed project?

- 1.1. Describe your vision in relation to creating value from the city's waste flows (biomass, concrete/asphalt/street furniture) in the municipality of Almere for new raw materials and products and how your project plays a significant role in this process.
- 1.2. What is your motivation for submitting your tender and what motives will you be using to work on the proposed project?
- 1.3. Please indicate why your vision is unique and innovative.

2. Project

Describe the project here. How will it strengthen the municipality of Almere's circular economy?

- 2.1. What is your proposed project called?
- 2.2. Describe the proposed project with the most important objectives/results.
- 2.3. Indicate how realistic the project is. How much support do you have? Within which timescales can this be realised? And when are you expecting the initial results?
- 2.4. Describe the implementation project: how will the project be implemented?
- 2.5. Indicate how the project will be managed, both now and in the future (annually).

3. Collaboration

Describe the collaboration between parties in the consortium here and indicate what their individual roles are.

[PLEASE TAKE ANONYMITY INTO CONSIDERATION]

- 3.1. Describe the expertise in the consortium.
- 3.2. Describe the collaboration and task description per section of the consortium, who the secretary is and which period this collaboration applies to.
- 3.3. Describe how the project team has been compiled and what the collaboration will look like in practice. [CONTINUE TO OBSERVE ANONYMITY]
- 3.4. Describe the added value this collaboration represents.
- 3.5. Describe the concrete and promised contributions from the project proposal participants.
- 3.6. What are the possible challenges in the collaboration? And how will the parties anticipate these?



4. Model for Round 1 budget

A clear budget is essential for a good assessment of the project.

Fill in the budget. Only fill in the posts which are important to your project. Also indicate the total number of hours for the labour costs (in relation to the supplier or project partners). This will provide an insight into the rates used.

Model for Round 1 budget:

Costs	Total in euro (in cash)	Total hours (in kind)
1. Labour costs		
2. Overheads		
3. Materials used		
4. Machines and equipment		
5. Labour costs in relation to project partners		
6. Third party costs		
7. Other costs		
Total		

Income	Total in euro (in cash)	Total hours (in kind)
1. Municipality financing		
2. Consortium financing		
a. Participant 1		
b. Participant 2		
c. Participant 3		
d. (Use more lines if required)		
3. Other income*		
Total		

* Including other subsidy