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**BEST PRACTICE (BP) COLLECTION FORM**

Details about the nomination process are provided at creativemediterranean.org.

Mandatory sections are marked with an asterisk (\*). Nominators are asked to provide detailed answers to at least 3 of the 7 sub-sections under “3. Impact”. We encourage you to provide answers to all applicable sections.

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| 1. **Basic info\***
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| Name of the nominator | *Name, position, entity* |
| Title of the BP | *Name/short sentence that best describes the best practice (maximum 25 words)* |
| Implementer of the BP  | *Name, organization and e-mail address of the BP’s contact person* |
| Website of the BP | *Website address to visit for more information* |
| Country of the BP | *Country where the BP is implemented* |
| Subsector of the BP | *Subsector where the BP is implemented[[1]](#footnote-1)* |
| Category of the BP | *Category where the BP should be classified[[2]](#footnote-2). If none are applicable, please create a new category relevant to CREACT4MED objectives* |
| Year of establishment and duration | *Year when the BP was used for the first time and duration/number of times it has been used* |
| Target group of the BP | *Describe the beneficiaries, target or users of the BP* |
| 1. **Main characteristics\***
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| Objectives | *Describe the overall and specific objectives of the BP*  |
| Description  | *Provide a description of the BP’s main characteristics (implementing team, need/problem addressed, distinctive features/unique distinguishing element of the solution proposed, relevance of the best practice) (min 100 words)* |
| Approach  | *Describe the approach used to tackle the initial issue, leading to a successful outcome and to the BP. Provide a step-by-step description of the activities carried out, the timeframe of implementation and the stakeholders involved and their specific roles (min 100 words)* |
| Results | *Describe the concrete, tangible results obtained when implementing the BP.* *Describe the end products or services resulting from the BP. If available, provide details of KPIs.* *Include a description of any grants, investments, prizes or public aid received.**Describe the social, cultural and economic long-term development improvements to which the BP contributes (min 100 words)* |
| Long-term sustainability | *Describe the strategy to ensure long-term financial sustainability of the best practice, including sources of funding.* *Describe the elements that need to be implemented for the BP to be institutionally, socially, economically and politically sustainable.* |
| 1. **Impact (please complete at least 3 of the 7 sub-sections)**
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| Economic significance | *Provide details on the economic significance of the BP, including, if applicable:** *Annual turnover of the BP’s operations/selling*
* *Number of exports*
* *Economic impact of the activity*
* *Spillover effects on the economy*
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| Replicability and upscaling | *What is the replicability potential of the BP? What are the possibilities to adapt it to other settings and sectors? Which conditions should be met for that, and what adaptations are likely to have to be made? Can the BP be tried out on a small pilot scale prior to large-scale adoption?*  |
| Employment generation | *Provide details on the BP’s capacity to promote sustained, inclusive and sustainable economic growth, productive employment and decent work, including:** *Number of jobs created*
* *Number of professional opportunities for young people and women generated*
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| Inclusiveness | *Contribution to societal inclusiveness, including details on:* * *Proportion of women involved in the implementation of the best practice*
* *Efforts to achieve gender equality and empower women and girls*
* *Proportion of young people involved in the implementation of the best practice*
* *Presence of migrant workers involved in the implementation of the best practice*
* *Efforts to ensure inclusive and equitable quality education for all*
* *Location where the best practice is implemented: rural or urban*
* *Participatory processes taking place under the BP*
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| Social impact | *Describe the BP’s social impact, including details on its contribution to:** *Community development*
* *Valorization of cultural heritage*
* *Reduction of inequality*
* *Promotion of peaceful and inclusive societies*
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| Innovation | *Describe how the BP has made use of an innovation to come up with new solutions to address the challenges, for example:** *Innovative business models*
* *Use of state-of-the-art technology*
* *Successful launch of innovative digital tools*
* *Promotion of an enabling environment to encourage innovation*
* *Establishment of innovative partnership structures*
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| Environmental sustainability | *Describe the BP’s contribution to environmental sustainability, including details of any actions taken to:** *Combat climate change and its impacts*
* *Ensure sustainable consumption and production patterns*
* *Ensure sustainable use of the oceans, seas and marine resources*
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| 1. **Challenges and lessons learned**
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| Challenges | *Describe the challenges encountered by the different stakeholders involved in the implementation of the BP and how they were addressed* |
| Lessons learned | *Detail the main takeaways and lessons learnt for future implementation of the BP* |
| 1. **Conclusions\***
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| Conclusions | *Provide an overall summary of the usefulness and impact of the BP. Describe why it is considered a “best practice” and which are the key takeaways.* |

1. List of eligible subsectors is available in the Call for Best Practice nominations (Section 3) [↑](#footnote-ref-1)
2. List of categories is available in the Call for Best Practice nominations (Section 2) [↑](#footnote-ref-2)