

Application Guide

4th WeGO AWARDS



ABOUT

Established in 2011, the WeGO Awards is WeGO's triennial competition that recognizes and promotes local governments with exemplary projects and solutions that use ICT to improve the quality of life of citizens.

ELIGIBILITY

All local governments, smart tech solution providers that work with local governments, and public organizations around the world, both members and non-members of WeGO, are eligible to submit exemplary smart city projects to the WeGO Awards. Only projects that have already been implemented or are in the process of implementation will be accepted.

Corporate and institutional applicants are required to communicate with the local government connected to the project and receive approval from the necessary authority before applying.

CATEGORIES



Efficient Government Category

Public Service Delivery, Accountability, Service Integration, Breaking Down Silos, Interoperability



Open and Inclusive City Category

Citizen Participation, Open Data and Privacy, Transparency, Bridging the Digital Divide, Participatory Budgeting, Living Labs, Crowdsourcing



Emerging Technology Category

Latest ICT innovations such as AI, Drones, Blockchain, Virtual and Augmented Reality, Edge Computing



Safe City Category

Security, Emergency Response, Gas and Fire Detection, Infrastructure Management, Disaster Response



Mobility Category

Efficient Transport, Intelligent Transport Systems, Mixed-Modal Access, Integrated ICT Infrastructure, Parking



Sustainable City Category

Green ICT, Waste Management, Water Management, Circular Economy, Lighting, Buildings, Resources Management

AWARD PRIZES

The top two submissions in each of the six categories are awarded the Gold Award and Silver Award, respectively. In any year the WeGO Secretariat regards (a) the competition to be more competitive than the norm due to a high number of submissions or (b) special factors not reflected in the regular judging criteria to be especially noteworthy, the WeGO Secretariat may decide to select an additional application in each category to receive a Special Mention, in consultation with the WeGO Awards judging panel.

Gold Award

- Gold award trophy
- Sponsored flights and accommodation to attend the WeGO awards ceremony
- Speakership and exhibition space
- Participation in a WeGO training program
- Publicity of the award in media and publications

Silver Award

- Silver award trophy
- Sponsored flights and accommodation to attend the WeGO awards ceremony
- Exhibition space
- Publicity of the award in media and publications

Special Mention

- Special mention plaque
- Sponsored flights and accommodation to attend the WeGO awards ceremony
- Publicity of the award in media and publications

DETAILED TIMELINE

FEB 24	Launch of the 4th WeGO Awards WeGO will start accepting applications to the WeGO Awards through the WeGO Activator.	Mid SEP	2nd Evaluation Round In each category, members of the WeGO Awards judging panel will select two (2) out of the five (5) applications that they think deserve to win that category. The application with the highest number of votes will receive the Gold Award, and the runner-up will receive the Silver Award. In the event that the number of votes for two (2) projects are tied, the project that received a higher score in the first evaluation round will receive the award.
JUL 31	Application Deadline Applicants can submit up to two (2) entries to the WeGO Awards by July 31, 2020.		
AUG	1st Evaluation Round The WeGO Awards judging panel will evaluate all submitted applications according to the applicable judging criteria and will determine the top five (5) applications per category that will move on to the 2 nd Evaluation Round.	Mid SEP	Announcement of Winners WeGO will announce the recipient of the Gold Award and Silver Award in each category. WeGO may also choose to announce a recipient of a Special Mention depending on the quality of applications.
Early SEP	Announcement of Finalists WeGO will announce the five (5) finalists in each category that will move on to the 2 nd Evaluation Round.	TBC	WeGO Awards Ceremony In light of the COVID-19 pandemic, the original date for the WeGO awards ceremony has been cancelled. Details on the new date of the awards ceremony will be announced on a later date.

* More information can be found on the [Terms of Reference of the WeGO Awards](#).

HOW TO APPLY

■ Register for a WeGO Activator Account

1. To start an online application, the representative designated by the local government should create an account on the [WeGO Activator](#). Please note that the website is optimized to work with Chrome, Firefox, Edge, and Safari. Some of the website's functions will not work on Internet Explorer.
2. After registering for an account, an email confirming successful registration will be sent.
3. Entities with an existing WeGO Activator account will get automatic access to the WeGO Awards online application.
4. Each entity is requested to have only one (1) representative submit an application(s), to prevent duplicate submissions.

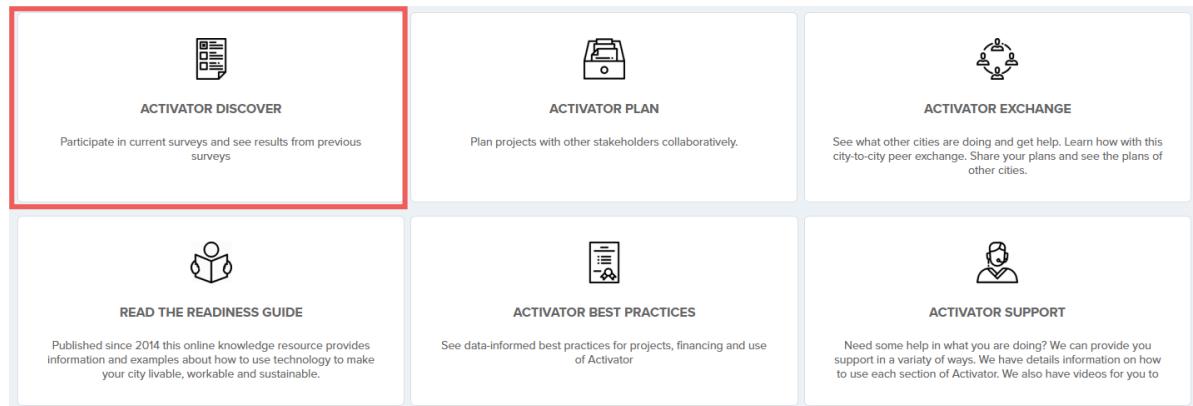
■ Review the Award Categories

1. The award categories for the 4th WeGO Awards are different from the previous edition of the awards. The categories for this year are below:
 - **Efficient Government Category:** Public Service Delivery, Accountability, Service Integration, Breaking Down Silos, Interoperability
 - **Emerging Technology Category:** Latest ICT innovations such as AI, Drones, Blockchain, Virtual and Augmented Reality, Edge Computing
 - **Mobility Category:** Efficient Transport, Intelligent Transport Systems, Mixed-Modal Access, Integrated ICT Infrastructure, Parking
 - **Open and Inclusive City Category:** Citizen Participation, Open Data and Privacy, Transparency, Bridging the Digital Divide, Participatory Budgeting, Living Labs, Crowdsourcing
 - **Safe City Category:** Security, Emergency Response, Gas and Fire Detection, Infrastructure Management, Disaster Response
 - **Sustainable City Category:** Green ICT, Waste Management, Water Management, Circular Economy, Lighting, Buildings, Resources Management

2. An entity can submit up to two (2) applications, regardless of category. The applications may be for up to two (2) projects under the same or different categories.
3. The same project may not be submitted for different categories. If the project fits under more than one category, select the one which is more appropriate and relevant.
4. In the event that different entities submit more than two (2) applications for the same local government, the WeGO Secretariat will accept the two (2) completed applications that the local government deems valid.

Fill out the Online Application Form

1. Log in to the WeGO Activator and click on **Activator Discover**, which links to your personal **Dashboard**.



2. On the **Dashboard**, make sure that **4th WeGO Awards** is selected.

The dashboard for the 4th WeGO Awards displays the following information:

- Submission Deadline:** July 31, 2020
- Potential Points Earned So Far:** 0
- Days Remaining:** 95
- Application Status:** Not Started

Below the main dashboard, there is a section titled "Default Dashboard" showing "Total Form Progress" with a donut chart indicating 0% completion across 0 sections, 0 questions, and 0 potential points.

3. Click on **Start Application** to fill out the Online Application Form. This will lead to a **General Information Page** that will guide you on how to fill out the Online Application Form. On this page, you will also need to download the **Nomination Form**, which you are required to submit as part of your application.

General Information

Welcome to the 4th WeGO Awards Questionnaire! Please read the following text carefully before starting your application.

Eligibility
All local governments, smart tech solution providers that work with local governments, and public organizations around the world, both members and non-members of WeGO, are eligible to submit exemplary smart city projects to the WeGO Awards. Only projects that have already been implemented or are in the process of implementation will be accepted.
Corporate and institutional applicants are required to communicate with the local government connected to the project and receive approval from the necessary authority before applying.

Submissions
Up to two (2) applications can be submitted, regardless of category. Applicants cannot use the same project for different applications; and, in the event that different entities submit more than two (2) applications for the same local government, the WeGO Secretariat will accept the two (2) completed applications that the local government deems valid.

Nomination Form
Each application will require the submission of a nomination form signed by the Mayor or the Head of the Local Government. You may download the nomination form [here](#).

For more information, please refer to the 4th WeGO Awards Application Guide.
The deadline for submitting applications is on **May 29, 2020**. Applications submitted after this date will not be accepted.

Sections **Dashboard**

General Information

Questions completed: 0 of 0
Potential points earned: 0

Select Your Categories

4. On the next page, you will be asked to select the categories to which you will be applying. You may select a maximum of two (2) categories.

Select Your Categories

Select the category you want to apply from the list below.*
You are allowed to submit a maximum of two applications. You may choose to submit applications for up to two (2) different categories or for up to two (2) projects in the same category. **Extra submissions will be disregarded.**

Upon selecting the categories you want to apply to, you will see new tabs created on the Sections column on the right. You can click on those tabs and answer the questions for the categories you have selected.

You can use the Back and Next buttons at the bottom of the screen to navigate.

Efficient Government Category
 Emerging Technology Category
 Mobility Category
 Open and Inclusive City Category
 Safe City Category
 Sustainable City Category

Category Descriptions

- Efficient Government Category (Public Service Delivery, Accountability, Service Integration, Breaking Down Silos, Interoperability)
- Emerging Technology Category (Latest ICT innovations such as AI, Drones, Blockchain, Virtual and Augmented Reality, Edge Computing)
- Mobility Category (Efficient Transport, Intelligent Transport Systems, Mixed-Modal Access, Integrated ICT Infrastructure, Parking)
- Open and Inclusive City Category (Citizen Participation, Open Data and Privacy, Transparency, Bridging the Digital Divide, Participatory Budgeting, Living Labs, Crowdsourcing)
- Safe City Category (Security, Emergency Response, Gas and Fire Detection, Infrastructure Management, Disaster Response)
- Sustainable City Category (Green ICT, Waste Management, Water Management, Circular Economy, Lighting, Buildings, Resources Management)

Sections **Dashboard**

General Information

Select Your Categories

Questions completed: 0 of 1
Potential points earned: 0

End of Application

5. Enter the project name(s) on the space provided. Note that you can enter a total of two (2) projects across all categories. Extra submissions will be disregarded.

Efficient Government Category

Efficient Government Category Online Application Form *
To add a project, click on the (+) plus sign below and type the name of the project on the line that appears. To fill out the project application form, click on the pencil icon or use the sections display on the right side of the screen.

You can only enter a total of two projects across all categories. If you have already entered a project in another category, you can only enter one in this category. **Extra submissions will be disregarded.**

Add New Item

Sections **Dashboard**

General Information

Select Your Categories

Efficient Government Category

Questions completed: 0 of 1
Potential points earned: 0

End of Application

6. After entering the project name(s), you will have access to the **Online Application Form**, which has the following parts:

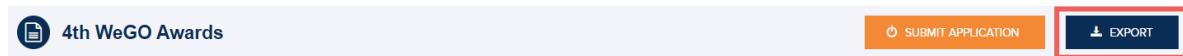
- General Information
- Project Summary
- Project Information
- Project Details
- Category-Specific Questions
- Supporting Documents

The screenshot shows the 'Efficient Government Category Online Application Form' for 'Project A'. It displays two main sections: 'GENERAL INFORMATION' and 'PROJECT SUMMARY'. The 'GENERAL INFORMATION' section contains fields for 'Name of Applicant City' and 'Official Project Name'. The 'PROJECT SUMMARY' section contains a dropdown menu for 'SDGs being addressed'. To the right of the form is a sidebar titled 'Sections' with links to 'General Information', 'Select Your Categories', 'Efficient Government Category', 'Efficient Government Category Online Application Form', and 'End of Application'. The 'Efficient Government Category Online Application Form' link is highlighted with an orange bar.

7. Fill out the **Online Application Form** completely and to the best of your ability.

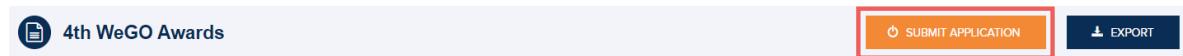
8. The form autosaves, so you may fill out the form in separate sessions.

9. You can click on **Export** to receive a PDF copy of the **Online Application Form**.



10. Once you are done filling out the **Online Application Form**, proceed to the **End of Application** section and confirm that you have read the Terms of Reference of the WeGO Awards and details on Application Submission.

11. Click **Submit Application** to send your application to WeGO.



12. When the application period closes, saved applications will automatically be submitted to ensure that saved projects meant for submission will be reviewed. Kindly delete applications that will not be submitted before the application period closes on May 29, 2020.

FAQ

1. Do I have to be a WeGO member to apply for the WeGO Awards?

No. The WeGO Awards is open to all local governments, smart tech solution providers that work with local governments, and public organizations—WeGO members and non-members alike.

2. Can previous winners of the WeGO Awards apply?

Yes. Local governments that were previously recognized by the WeGO Awards can still apply.

3. Where can I apply?

Applications for the WeGO Awards must be submitted through the WeGO Activator.

4. How many applications can I submit?

Up to two (2) applications can be submitted by entities that are or are connected to local governments, regardless of category. Applicants cannot use the same project for different applications; and, in the event that different entities submit more than two (2) applications for the same local government, the WeGO Secretariat will accept the two (2) completed applications that the local government deems valid.

5. I do not work for a local government. Can I still apply?

Yes. Smart tech solution providers and public organizations that work with local governments may apply.

6. When is the deadline for submission of applications?

Applications should be sent by July 31, 2020, to be considered.

7. When is the WeGO awards ceremony?

In light of the COVID-19 pandemic, the original date for the WeGO awards ceremony has been cancelled. Details on the new date of the awards ceremony will be announced on a later date.



About WeGO

The World Smart Sustainable Cities Organization (WeGO), established by 50 founding members in 2010, is an international association of city and other local governments, smart tech solution providers, and national and regional institutions committed to the transformation of cities into smart sustainable cities.

WeGO's Secretariat is based in Seoul, Korea, and is supported by regional offices in East Asia (Chengdu, China), Eurasia (Ulyanovsk Region, Russia), the Mediterranean (Beyoğlu, Turkey), and Latin America (Mexico City, Mexico).

WeGO has over 200 members around the world and serves as their international platform to improve the quality of life, innovate in the delivery of public services, and strengthen regional competitiveness.