

Language:

English - English

Change the language

# UNESCO Creative Cities Network - 2025 Call for Applications

*Before proceeding to submit your city's application on the online platform, please make sure that you have carefully read the Application Guidelines and the online Application Form, of which a PDF version is available for your easy reference, and that you are in possession of all the required documents. Kindy note that your city's application and its submission **must be approved by the Mayor**.*

*All sections of the online Application Form shall be duly completed. The information provided should not be repeated across different sections unless relevant. In case of lack of information for any of the sections or fields, the applicant city is requested to enter the following sentence "No relevant information to provide".*

*Please note that character limits are enforced throughout the Form and that it will not be possible to enter additional text once the limit is reached.*

*The 'Resume Later' button, located at the top right-hand corner of each page, will allow you to save your input at any time and resume your session later. After entering your name, password, a valid email address, and answering a security question, you will receive a personalized link through email to resume your session. **Please make sure to remember your name and password as they cannot be retrieved, and you may need to start from the beginning.***

Next

## 1. City Information and Contacts

### 1.1 Name of City

### 1.2 Country

 Choose one of the following answers

Please choose... 

### 1.3 Mayor of the City

Title (Mr/Ms/Other)

Family name

First name

Address

Telephone number

Email address

Other important information (in case there is no additional information, please enter "Not Applicable")

### 1.4 Representative of the Mayor

 *The representative will facilitate the communication between the Mayor (the Municipality), and the UCCN Secretariat and provide political support to the designated "main executive contact" of the city (see point 1.5).*

Title (Mr/Mrs/Other)

Family name

First name

Institution/function

Status/type of institution


Address

Telephone number

Email address

Other important information (in case there is no additional information, please enter "Not Applicable")

### 1.5 Main executive contact

 *The main executive contact will be the Focal Point of the city for all communication and coordination concerning the UNESCO Creative Cities Network. In case of the city's designation, this person should be officially designated by the Mayor or competent municipal authorities (see point 5.4).*

Title (Mr/Mrs/Other)

Family name

First name

Institution/function

Status/type of institution


Address

Telephone number

Email address

Other important information (in case there is no additional information, please enter "Not Applicable")

### 1.6 Main communication contact

 *The main communication contact of the city will be responsible for supporting the city's communication efforts alongside the main executive contact, in communicating and disseminating information on its activities in the framework of the Network, as well as those provided by UNESCO (for example, it could be the chief communication officer of the city).*

Title (Mr/Mrs/Other)

Family name

First name

Institution/function

Status/type of institution

Address

Telephone number

Email address

Other important information (in case there is no additional information, please enter "Not Applicable")

### 1.7 Alternative contact

 *The alternative contact will provide support and backup to the main executive contact.*

Title (Mr/Mrs/Other)

Family name

First name

Institution/function

Status/type of institution

Address

Telephone number

Email address

Other important information (in case there is no additional information, please enter "Not Applicable")

Previous

Next

11%

## 2. Creative Field

Please choose the creative field your city wishes to apply for.

Please choose... ▼


Previous

Next

22%


### 3. General Questions

#### 3.1 General Presentation of the City

 *Presentation of the main geographical, demographic, cultural, social and economic characteristics of the city; mode of governance, principal culture-related facilities and infrastructure, international connections, etc. **(1750 characters maximum with spaces)**.*


Number of characters remaining: 1750

#### 3.2 Main development opportunities and challenges facing the city - using creativity as a driver for action

 *Every city is unique and pursues its own objectives according to its particular context and priorities. In this section, applicant cities are invited to explain how they consider culture and creativity – particularly in the creative field concerned – to act as a driver for identifying opportunities and challenges, and thus to propose interventions that seek to maximize the potential of the creative field concerned for sustainable urban development and mitigate and resolve the challenges they face **(1400 characters maximum with spaces)**.*

Number of characters remaining: 1400

#### 3.3 Global Development Strategies and Policies

 *Presentation of the city's main and global development vision, strategies and policies, particularly those in line with the international development agendas, such as the United Nations' 2030 Agenda for Sustainable Development, African Union's Agenda 2063, etc., as well as with UNESCO's priorities in the field of culture highlighted in MONDIACULT 2022 Declaration **(1150 characters maximum with spaces)**.*


Number of characters remaining: 1150

#### 3.4 Expected impact of the designation and the membership on the sustainable development of the city

 *Presentation of the main reasons behind the decision to submit an application to the UNESCO Creative Cities Network and the expected medium and long-term impact of the designation for the sustainable development of the city, particularly over the next four years following the eventual designation **(1400 characters maximum with spaces)**.*

Number of characters remaining: 1400

#### 3.5 Preparation process for the application

 *The design and preparation of the application submitted by the city should involve stakeholders from the creative field concerned, drawn from the private and public sectors, academia and civil society, as well as creators, professionals and practitioners. Describe how each of these groups have been consulted and/or engaged in the process of preparing the application; and how each group will benefit from the designation and membership to the Network **(1400 characters maximum with spaces)**.*

Number of characters remaining: 1400

Previous

Next



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## 4. Comparative Assets of the Applicant City Made Available to the Network

*In the following fields, the applicant cities are invited to present their main cultural assets – particularly those in the creative field concerned – that may be highlighted and tapped into locally and internationally to further the Network's objectives; making creativity, especially in the creative field concerned, an essential driver of sustainable urban development. Applicant cities are strongly advised to avoid presenting lists and to instead provide succinct and relevant information supported with data and examples, so that the city's cultural and creative assets can be assessed properly (1200 characters maximum with spaces for each field below).*

4.1 Role and foundations of the creative field concerned in the city's history and development.

Number of characters remaining: 1200

4.2 Current economic importance and dynamism of the cultural sector and, in particular, of the creative field concerned. The information can be supported by data, statistics, and other indicators on its contribution to economic development and employment, number of cultural enterprises in the city, etc.

Number of characters remaining: 1200

4.3 Different communities and groups engaged in, and/or that earn their livelihoods from, the creative field concerned.

Number of characters remaining: 1200

4.4 Major fairs, conferences, conventions, congresses, and other national and/or international events organized by the city over the past four years, aimed at professionals and practitioners in the creative field concerned (creators, producers, marketers, promoters, etc.).

Number of characters remaining: 1200

4.5 Major festivals, conventions and other large-scale events organized by the city in the past four years in the creative field concerned, aimed at the general audience at the local, national and/or international level.

Number of characters remaining: 1200

4.6 Main curriculum mechanisms, courses and programmes aimed at promoting culture and creativity, as well as arts education in the creative field concerned across different educational levels.

Number of characters remaining: 1200

4.7 Lifelong learning, tertiary education, vocational schools, training centres, residencies and other complementary education institutions specialised in the creative field concerned.

Number of characters remaining: 1200

4.8 Research centres, specialized institutes and programmes that focus on research and development in the creative field concerned.

Number of characters remaining: 1200

4.9 Recognized infrastructure for the creation, production and dissemination of activities, goods and services in the creative field concerned, at the professional level (for example, centres for professionals, cultural enterprise incubators, chambers of commerce with specific programmes for cultural goods and services, etc.).

Number of characters remaining: 1200

4.10 Main facilities and cultural spaces dedicated to practice, promotion and dissemination in the creative field concerned, aimed at the general public and/or specific audiences (such as youth, women, vulnerable groups, etc.).

Number of characters remaining: 1200

4.11 Present a maximum of three major programmes or projects developed by the city in the past four years to promote wider participation in cultural life in the creative field concerned, particularly those aimed at disadvantaged or vulnerable social groups.

Number of characters remaining: 1200

4.12 Present a maximum of three major programmes or projects developed in the past four years in the creative field concerned that have helped to create and/or strengthen relations of cooperation between different actors, including the local government, the private sector, creators, civil society, academia and/or other relevant stakeholders.

Number of characters remaining: 1200

4.13 Role and impact of the main professional, industrial or sectoral, and non-governmental civil society organizations that are active in the city in the creative field concerned.

Number of characters remaining: 1200

4.14 Main initiatives, policies, guidelines, programmes and measures, implemented by the city in the past four years to improve the status of creators and professionals and to support creative work, particularly in the creative field concerned.

Number of characters remaining: 1200

4.15 Main initiatives, policies, guidelines, programmes and measures, implemented by the city in the past four years to support and enhance local cultural industries in the creative field concerned.

Number of characters remaining: 1200

4.16 Main international and/or regional cooperation initiatives in the creative field concerned, developed with cities from different countries in the past four years.

Number of characters remaining: 1200

4.17 Major programmes or projects implemented in the last four years that directly or indirectly support and create synergies with at least one of the other creative fields in the Network.

Number of characters remaining: 1200

4.18 Main international cooperation initiatives and/or partnerships developed in the past four years involving at least two of the eight creative fields covered by the Network (crosscutting and/or trans-sectoral projects).

Number of characters remaining: 1200

4.19 Main facilities and infrastructure made available as well as activities (fairs, conferences, conventions, etc.) organized by the city in the past four years, aimed at promoting the creative fields covered by the Network other than the selected one in the application.

Number of characters remaining: 1200

4.20 Provide detailed information of the city's overall proceeds and expenditures over the last four years, showing amounts devoted to and generated from the creative field concerned.

Number of characters remaining: 1200

Previous

Next


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## 5. Contributions to Achieving the Objectives of the Network

*In this section, the applicant cities are invited to present an appropriate medium-term (four-year) action plan describing the main initiatives that the city commits to implementing to achieve the Network's objectives: strategically placing culture and creativity as drivers of sustainable development at the local and international levels.*


*The proposed initiatives should correspond to the objectives and the areas of action specified in the Network's [Mission Statement](#). Applicant cities are requested to have good knowledge of this document before filling in this section. The action plan and the proposed initiatives should be realistic, coherent and feasible, and in line with the United Nations 2030 Agenda for Sustainable Development and the [MONDIACULT 2022 Declaration](#). It is recommended to describe the main planned initiatives in a meaningful manner rather than multiple theoretical lists of actions. In case of designation, the city will be expected to implement this action plan and to report on its implementation via the compulsory Reporting Exercise.*

### 5.1 Presentation of a maximum of three major initiatives, programmes and/or projects aimed at achieving the objectives of the Network at the city level by enhancing the role of culture and creativity in sustainable development.

 *It is recommended that two of the proposed initiatives, programmes and/or projects should correspond to the creative field concerned and one of the initiatives presented should be of a cross-cutting nature and link with at least one of the other creative fields covered by the Network. The presentation of the proposed initiatives should notably include the scope, objectives, outreach and stakeholders (partners, participants and beneficiaries), the expected results and impact to highlight the quality, diversity and innovativeness of the approach. Initiatives, programmes and/or projects supported by and/or involving the public and private sectors, civil society, professional associations and cultural institutions are encouraged **(4000 characters maximum with spaces)**.*


Number of characters remaining: 4000

### 5.2 Presentation of a maximum of three major initiatives, programmes and/or projects aimed at achieving the Network's objectives on an international level, particularly those involving other member cities of the Network.

 *The presentation of the proposed initiatives, programmes and/or projects should notably include the scope, objectives, outreach, stakeholders (partners, participants and beneficiaries) and expected results and impact, to highlight the quality, diversity and innovativeness of the approach. Initiatives supporting the promotion of the Network in under-represented regions and countries, as well as actions involving cities in developing countries to strengthen North-South and South-South cooperation, are encouraged. A cross-cutting initiative linking more than one creative field covered by the Network may be presented **(4000 characters maximum with spaces)**.*

Number of characters remaining: 4000


### 5.3 Estimated budget for implementing the proposed action plan.

 *It is recommended to present the estimated overall annual budget for implementing the proposed action plan over a period of 4 years, as well as the respective percentages that will be earmarked to local and international activities respectively. All of the resources that the city expects to allocate should be mentioned, not only including financial resources but also other resources (personnel, facilities, etc.). Please indicate any existing funding or envisaged funding opportunities with national, regional and international funding agencies such as development banks and institutions, in order to complement the budget from the municipality itself. Alternative and innovative fundraising mechanisms may be presented **(1200 characters maximum with spaces)**.*

*The evaluation will not be made on the basis of the size of the proposed budget but in terms of its feasibility, coherence, achievability and sustainability in relation to the proposed action plan.*


Number of characters remaining: 1200

### 5.4 Intended structure for the implementation and management of the action plan.

 *Presentation of the organizational structure, human resources and planned working arrangements that will be established to ensure the programming and implementation of the proposed action plan. It is recommended that the person in charge of the team or entity will also be the main executive contact (focal point) of the city in case of designation. Information about potential partners for the implementation of the action plan, along with the names, titles and contact details of key experts, non-governmental organizations (NGOs) and academic institutions, may also be provided **(1700 characters maximum with spaces)**.*

Number of characters remaining: 1700

### 5.5 Intended plan for communication and awareness-raising.

 *Presentation of a comprehensive communication and awareness-raising strategy and plan for promoting the Network and its objectives to a wide audience, as well as the expected outcomes and impact of this plan **(1700 characters maximum with spaces)**.*

Number of characters remaining: 1700

Previous

Next



## 6. Commitment to the Network

### 6.1 Commitment to the UCCN Reporting Exercise

- ☐
- By checking the box, the city if designated commits to participating in the UCCN Reporting Exercise on a quadrennial basis. This report will provide detailed information on the implementation and impact of its action plan as a UNESCO Creative City, as well as its contribution to the Sustainable Development Goals and the global priorities put forward by the MONDIACULT 2022 Declaration in the field of culture. Further details will be provided to the designated cities in due course.

### 6.2 Participation in the annual conferences of the Network

- ☐
- By checking the box, the city if designated commits to ensuring the participation of a delegation from the city, preferably including the Mayor and the main executive contact, in the Annual Conferences of the UNESCO Creative Cities Network, and to cover any travel, accommodation and other subsistence costs incurred.

### 6.3 Providing information to the Secreteriat

- ☐
- By checking the box, the city if designated commits to regularly providing up-to-date key information related to the implementation of the city’s membership, notably any changes in all its contact details (Mayor, main executive contact and other contacts - see sections 1.3, 1.4, 1.5, 1.6, 1.7) through a formal letter from the Mayor or a relevant municipal department/service. The city also commits to creating a generic email address to facilitate communications within the Network in case of designation.

### 6.4 Dissemination of information provided by UNESCO

- ☐
- By checking the box, the city if designated commits to regularly disseminating key relevant information as well as communication materials shared by UNESCO through the city’s communication and social media platforms. The main communication contact alongside the main executive contact (please refer to Section 1.5) shall be responsible for undertaking this task and keeping the UNESCO Secretariat informed in this regard.

Previous

Next



67%

## 7. Communication Materials

*In order to prepare communication materials about your city in the event of designation, please complete the following fields. This information will be edited and used on the UNESCO website and in other communication materials of the UNESCO Creative Cities Network.*

*Therefore, please kindly note that the city is **fully responsible for the quality and accuracy of the submitted communication materials**. In order to facilitate the preparation of these materials, you may refer to the UCCN website where a city page for each current member is presented.*

7.1 Brief and pertinent presentation of the cultural assets and creative industries of the city in the creative field concerned, avoiding the exclusive promotion of city branding or tourism. Data, statistics and other indicators in the field of cultural and creativity, especially in the creative field concerned, are highly recommended **(1700 characters maximum with spaces)**.

Number of characters remaining: 1700

7.2 Expected contributions of the city to achieving the objectives of the Network according to the proposed action plan **(800 characters maximum, presented in bullet points)**.

Number of characters remaining: 800

7.3 A maximum of two URL links to websites related to the creative field concerned in the city and/or key elements of the application. Relevant social media handles for the city, if any, (such as Facebook, Instagram, and X) may also be provided.

7.4 List of the city's membership in other UNESCO's cities networks (such as UNESCO Global Network of Learning Cities and International Coalition of Inclusive and Sustainable Cities), as well as other major international and inter-regional cities networks or platforms.

Previous

Next



78%

## 8. Required Documents

Please upload all the required documents below.

NB: There is no form or precise format requirements for the letters (8.1, 8.2, and 8.3). However, it is recommended that they should be concise (**no longer than 2 pages each**). These letters must be drafted in English or French or include an official translation **in the same document**.

8.1 A formal **letter of intention from the Mayor** of the applicant city presenting the application and the support of the municipality (in DOC or PDF format).

The size limit for the file is **10 MB**.

Please upload one file

Upload file

8.2 A formal **letter of support from the National Commission** for UNESCO of the country in which the applicant city is located (in DOC or PDF format).

The size limit for the file is **10 MB**.

Please upload one file

Upload file

8.3 Two formal **letters of support from active main national professional associations** in the creative field concerned (one letter per file, in DOC or PDF format).

For example, if applying to the creative field of literature, a letter of support from the National Writers' Association would fulfil this requirement.

The size limit for each file is **10 MB**.

Please upload 2 files

Upload files

8.4 A **first high-quality photo** of the applicant city in JPEG format, along with its associated '**Cession of Rights and Register of Photos Form**', dully completed and signed.

Please download the standard form by clicking the link [here](#). The same form must be separately filled and signed for **each of the three photos** in questions 8.4, 8.5, and 8.6.

The size limit for each file is **10 MB**.

Please upload 2 files

Upload files

8.5 A **second high-quality photo** of the applicant city in JPEG format, along with its associated '**Cession of Rights and Register of Photos' Form**, dully completed and signed.

The size limit for each file is **10 MB**.

Please upload 2 files

Upload files

8.6 A **third high-quality photo** of the applicant city in JPEG format, along with its associated '**Cession of Rights and Register of Photos' Form**, dully completed and signed.

The size limit for each file is **10 MB**.

Please upload 2 files

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Previous


Next



## 9. Mayor's Declaration

Please download the '**Mayor's Declaration' template** by clicking the link [here](#). Once dully completed and signed by your mayor, **upload it back onto the platform** by using the button below.

🔗 Please upload **one** file. *The size limit for the file is **10 MB**.*

 Upload file

Previous

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