



To whom it may concern

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Vienna, December 10 2018

Restricted Call for Coaching of project meetings, Consulting in supervising, monitoring and internal evaluation of the project “SYNCITY – Synergetic Cities for Europe”

Application number: 20504830

Program: JPI Urban Europe - Making Cities Work

Project duration: 01.01.2019-30.06.2021

Dear interested party,

Oikodrom invites you to hand in a proposal for Coaching and Consulting for the Urban Europe project “SYNCITY”, which attempts to strengthen participatory urban design in neighbourhoods with high in and outwards migration. Part of this project will be the following work:

Planned Meetings: Coordination meeting and conference October 2019 (Vienna), Innovation Week Conference (April 2020 and 2021, Brussels), Vienna and Brussels Final Conference (May/June 2020).

Coaching activities needed:

- Coaching of the preparation, the processing and the feedback loops of the project meetings, approximately 5-7 days per meeting.
- Coaching the implementation and evaluation of the management and documentation system for the activities during the project
- Establishing the self-evaluation tool SEPO for the participatory monitoring of the project
- Consulting the executive committee and the coordinator
- Methodological coaching

**Please send your offer/proposal including travel costs until April 1st to
office@oikodrom.org**

Dr. Heidi Dumreicher
Director