



This project is co-financed by the European Union and the Republic of Turkey.

TECHNICAL ASSISTANCE FOR BUILDING CAPACITY FOR EU AFFAIRS IN THE GOVERNORATES PROJECT

Turkey-EU
Town
Twinning
Programme

Information Note



Technical Assistance for Building Capacity for EU Affairs in the Governorates Project (VABpro) Guide for Town Twinning Programme

Background and Objective of the Programme

“Technical Assistance for Building Capacity for EU Affairs in the Governorates Project”, the beneficiary of which is the Ministry for EU Affairs of the Republic of Turkey, is being financed within the framework of the Instrument for Pre-Accession Financial Assistance. The main objective of the project is to improve the capacity for the EU affairs in the governorates in Turkey. Town Twinning Programme is carried out within the scope of the Project in addition to other training and capacity building activities.

Town Twinning Programme aims to contribute to the establishment of partnerships between the Turkish and EU member states’ local/regional authorities for exchanging experience regarding the implementation of the EU acquis at the local level through various themes.

Programme Information

The EU offices of the governorates will be supported to form partnerships and exchanges with their EU counterparts to carry out future joint activities under the Town Twinning Programme and beyond. Town Twinning Programme consists of four stages and two subsequent announcements will be made for the expressions of interest, and followed by the full application forms (Please refer to the timetable).

For the first stage of the Town Twinning Programme, the governorates in Turkey have been invited to fill out Town Twinning Programme Application Forms that are designed to present basic information about the provinces as well as information about potential partnership themes. During this stage, potential EU partners are expected to send their expression of interest documents until 13 January 2014.

The results of the above mentioned application forms completed by the Turkish governorates to establish exchanges with their relevant counterparts in the EU member states will be announced on 17 January 2014.

At the second stage, local/regional authorities in the EU member states will fill out and submit the enclosed forms. Applications received from the local/regional authorities in the EU member states will be evaluated and selected by the Town Twinning Assessment Committee.

At the third stage of the Programme, selected EU local and/or regional authorities as well as the Turkish provinces in Turkey will come together in the Turkey - EU Networking Conference to be held in May 2014 (provisional date) in Turkey. The participants of the conference will make presentations/ poster sessions to introduce their provinces/towns and local/regional authorities and highlight the areas they are willing to cooperate and further in the aftermath of this Conference, the participants will be paired and town twinning activities will commence.

At the fourth stage of the Programme, bilateral twinning visits will be conducted. It is expected that the twinning visits will be organized on pre-defined thematic areas relevant to the effective implementation of the EU acquis and joint activities will be carried out on these themes. The town twinning activities are foreseen to create scaled up and sustainable cooperation between Turkish and EU partners. The costs of the activities within the town twinning programme will be covered under the project budget.

Application

The deadline for the expression of interest forms explained above is 13 January 2014.

Second announcement regarding the process will be made on 17 January 2014 both through e-mails and project website (www.vabpro.org).

Interested parties are encouraged to act as early as possible to reserve their place in this town twinning programme through filling application form in the website as well as downloading and sending forms to towntwinning@vabpro.org (link).

Estimated Timetable

ACTIVITY	DATE
Announcement to the counterparts in European Union	10 December 2013
Deadline for local and regional authorities in European Union to submit the expression of interest	13 January 2014
Second Announcement (call for full applications)	17 January 2014
Deadline for local and regional authorities in European Union to submit full applications	31 January 2014
Announcement of the local and regional authorities in EU to be invited to the EU- Networking Conference	17 February 2014
Provisional date for EU- Turkey Networking Conference	May 2014
Announcement of the authorities that formed partnership	June 2014
Bilateral visits in the scope of Town Twinning	June 2014 - November 2014

For detailed inquiries, please call project office +90 312 221 60 50 or send e-mail to towntwinning@vabpro.org

BUILDING CAPACITY FOR EU AFFAIRS IN THE GOVERNORATES PROJECT

TOWN TWINNING PROGRAMME

EXPRESSION OF INTEREST

NAME OF THE LOCAL/REGIONAL AUTHORITY:	
Number of Inhabitants:	
Website:	
Contact Person:	
Contact Address:	Telephone:
E-mail:	Fax:

POTENTIAL AREAS OF COOPERATION

Please list **three potential areas** of cooperation on which you would like to work in joint projects.
(In this section you are expected to indicate maximum 3 subjects on which you would like to cooperate with a Turkish local authority and exchange technical expertise and knowledge)

- | | |
|--|--|
| <ul style="list-style-type: none"> • Environment-Environment Protection-Waste Management • Logistics • Culture • Tourism- Eco tourism • Agriculture • Stock Breeding • Urban Transportation | <ul style="list-style-type: none"> • Energy-Renewable Energy • Social Services • City Branding • Local Social and Economic Development • Urban Planning • Citizen Participation • Implementation of EU Projects |
|--|--|

- **(First Choice)**.....
- **(Second Choice)**.....
- **(Third Choice)**.....

Remarks if any (Information on Areas of Cooperation)

In this part, if you would prefer to explain your reasons for choosing the above mentioned subjects and why you think that a good, productive and sustainable cooperation is possible from your point of view, you may briefly do it using maximum 250 words.

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BUILDING CAPACITY FOR EU AFFAIRS IN THE GOVERNORATES PROJECT TOWN TWINNING PROGRAMME APPLICATION FORM

The applicants are invited to be clear and precise about their thematic interests and if applicable other potential themes and are required to share their previous experiences in town twinning.

PROVINCE NAME:	
Number of Inhabitants:	
Website:	
Contact Person:	
Contact Address:	Telephone:
E-mail:	Fax:

Please insert a map of your province if possible.

MAIN CHARACTERISTICS (GEOGRAPHICAL LOCATION, HISTORY....)

Please provide brief information on the characteristics of your town. (max. 200 words.)

ECONOMIC OUTLOOK

Please provide brief information on the main economic activities in your town. (It is advised to provide information on sectors that can be included within the Twinning Programme, that are strongly linked to the EU aquis and sectors of which you think need to be improved.)(max. 200 words.)

PAST AND PRESENT PROJECTS

Please provide information about your EU funded projects implemented by you and/or projects funded under other programmes. (If possible, please provide in this section information on your twinning experiences) (max. 200 words.)

TOWN TWINNING EXPERIENCES

Please give information about your town twinning experiences.(If you have experience in town twinning/sister city programmes, please provide information on the activities you have implemented in that context(max. 200 words.)

POTENTIAL AREAS OF COOPERATION

Please list **three potential areas** of cooperation on which you would like to work in joint projects. (In this section please indicate max. 3 subjects on which you would like to cooperate with an EU local authority and exchange technical expertise and knowledge.)

- Environment-Environment Protection-Waste Management
- Logistics
- Culture
- Tourism- Eco tourism
- Agriculture
- Stock Breeding
- Urban Transportation
- Energy-Renewable Energy
- Social Services
- City Branding
- Local Social and Economic Development
- Urban Planning
- Citizen Participation
- Implementation of EU Projects

1.
2.
3.

Remarks (Information on Areas of Cooperation)

In this part please explain your reasons for choosing the abovementioned subjects and why you think that a good, productive and sustainable cooperation is possible. (max. 250 words.)

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TURKEY CALLING!

Call for the Turkey-EU Town Twinning Programme!

Local/regional authorities in the EU member states are invited to join the town twinning initiative, which will be conducted under the auspices of the “Technical Assistance for Building Capacity for EU Affairs in the Governorates Project”, the beneficiary of which is the Ministry for EU Affairs of the Republic of Turkey within the framework of the Instrument for Pre-Accession Financial Assistance (see www.vabpro.org for further details about the project)

“**Town Twinning**” activity is one of the important capacity building pillars of the above mentioned project. It is designed for both Turkish provinces and EU local/regional authorities to create international collaboration among themselves on thematic basis (i.e. agriculture and rural development, transport policy, energy policy, regional policy, education and culture, environment etc.) Representatives of EU member state local/regional authorities and governorates in Turkey will come together in a “**Turkey - EU Networking Conference**” to be matched with their counterparts and then bilateral twinning visits will be conducted which will be financed from the project budget.

Applications received from the local and/or regional as well as provincial authorities in the EU member states will be selected by the Town Twinning Assessment Committee following their written applications. Selected applicants will be announced in the project website and also will be contacted through e-mail. Following the selection, the applicants will be invited to attend the Turkey - EU Networking Conference, the date of which will be announced in due course (provisionally May 2014).

Interested EU member state local/regional authorities are invited to fill in the expression of interest form below or alternatively fill in the form at the project website. (link)

Deadline for application for partners from EU member states is **13th January, 2014**.

For further questions, please send e-mail to towntwinning@vabpro.org

- Information Note for Town Twinning Programme
- Expression of Interest Form