

# IMPLEMENTATION PLAN: [ADD THE NAME OF THE COMMUNITY PROJECT HERE]

*The purpose of this template is to support the preparation of an implementation plan for the Citizen Solutions to Sustainability Challenges community grant call organized by the Urban Prosumers project. In the template, instructional texts are marked in blue and should be removed or replaced in the final implementation plan, which will be submitted as an attachment to the community grant application. It is not necessary to follow the visual layout or structure of the template. However, it is advisable to take the template questions into account when preparing the implementation plan, as they guide you in addressing the assessment criteria of the applications.*

*Note: The maximum length of the implementation plan is 6 pages.*

## Objectives (max. 1 page)

*What are the objectives and concrete outcomes of the community project? Describe the objectives and outcomes briefly. Explain how they relate to one or more of the following expected results:*

- Practices, services or models related to sustainable mobility, energy and/or food that benefit people or communities in Tampere*
- Technological innovations that enable people to both produce and use sustainable solutions*
- New funding models for communities' climate actions*
- New operating models for residents' participation in the production and use of sustainable solutions*
- New information on what prevents or enables people's participation in the production and use of sustainable solutions*
- New forms of cooperation for climate actions between residents and local actors*
- Business opportunities and ideas for the Tampere region related to sustainable mobility, energy or food*

*In addition, describe how the community project relates to prosumerism, that is, citizens being able to act both as producers and as consumers in promoting sustainable solutions, services, and knowledge.*

## **Solution (max. 1 page)**

*What kind of idea or solution is developed in the community project?*

*What needs does the solution or model developed in the community project meet? Who benefits from the solution and how?*

*Can the solution be potentially applied or scaled up to other environments or to wider use?*

## **Impacts (max. 1 page)**

*Describe the impacts that will result from the implementation of the community project. You may describe impacts across one or more of the following dimensions:*

- *Environmental or climate impacts: How does the community project take environmental impacts into account and how does it promote climate sustainability?*
- *Inclusion and benefits for local communities: How broadly and diversely will the project and its results benefit local communities and residents?*
- *Economic impacts: What is the economic significance of the community project/solution? Does the community project foster business development or introduce new types of financing models into the local economy?*
- *Other possible impacts*

## **Implementers (max. 1 page)**

*Who are the people/actors who will implement the community project and what kinds of roles will they have within the project?*

*What kind of relevant prior experience or track record do the implementers have?*

*Which key stakeholders are involved in the implementation of the project?*

## **Implementation and schedule (max. 2 pages)**

*What concrete activities will be carried out in the community project? How will the benefits for local communities and residents be ensured in practice?*

*Over what timeframe will the community project be implemented? Note: The project may start at the earliest on 1 February 2027 and must be completed by 30 September 2027.*

*What milestones does the schedule include? What are the main events and activities? The schedule can be presented, for example, in a table format (months and activities) or as a free-form description.*

## Budget (max. 1 page)

What kinds of costs are you applying the community grant for? Note: the grant can be applied for the following types of costs:

- personnel costs
- justified travel and accommodation expenses
- other purchased services, work and goods necessary for the implementation of the community project

Provide a breakdown of the budget by cost category, for example in a table format (as shown in the example below) or as a free-form description. Describe clearly and concisely what each cost item includes (for example, salary costs for person N.N., venue and catering costs for events etc).

Also describe if the project's costs will be partially covered by some other means than the community grant.

When preparing the budget, review carefully the sections “What can the grant be used for?” and “What can't the grant be used for?” in the application instructions:

<https://projects.tuni.fi/urbanprosumers-fi/community-grant/application-instructions/>

Table 1. The budget of the community project [NAME]

Cost category	Description	Costs (€)
Personnel costs	If you pay salaries, itemize also the statutory on-costs (in Finnish, “sivukulut”) and possible overheads (in Finnish, “yleiskustannukset”) here. The grant recipient is responsible for the employer obligations related to the employment relationships of its personnel working in the community project. The grant recipient may also pay fees or compensation for work performed (see the <a href="#">Tax Administration's guidelines</a> ). The grant recipient is responsible for all the legal obligations related to fees and compensation for work.	
Travel and accommodation expenses*	Travel and accommodation expenses are only granted if justified, as the activities must in principle happen locally.	
Purchased services and goods*	Accepted purchase costs include, for example, costs related to the organisation of possible community events (such as facility rents, catering); materials for local experiments; communication-related costs; and other	

	<i>costs related to community engagement and interaction. Small-scale investments are allowed (see the application instructions).</i>	
<b>Total</b>		

*\* If the applicant is liable to pay VAT on the activities that are the subject of the grant, the applied costs must exclude VAT. In this case, VAT is not an eligible cost. If the activity that is the subject of the grant is not subject to VAT and the applicant is not entitled to a VAT deduction or refund, the grant can also be applied for the VAT part.*