

CommuniCity Piloting Midterm Report Round 3 | Questions

This document has two main purposes:

1. To provide the pilot teams of the Third CommuniCity Open Call Round with easy “copy-pastable” access to the midterm report questions to make the reporting via Google Forms smoother.
2. To serve as a resource for any city planning their own piloting programs, helping them use the report as inspiration for creating their own reporting forms.

This document is part of [the CommuniCity Manuals](#).

QUESTIONS REGARDING THE OPEN CALL PROCESS

Before answering the midterm report questions, answer these questions regarding the CommuniCity Open Call process, please. Your feedback helps us to further develop the CommuniCity Open Call process.

1. Was the CommuniCity Open Call related information easy to find and understand?*

- ☐ Yes
☐ No

1.b. If not, please elaborate.

OPEN ANSWER

2. What were the biggest challenges in the application process related to the writing of the proposal, planning the pilot, establishing the piloting team and submitting the application?*

OPEN ANSWER

3. Any other remarks or comments regarding the CommuniCity Open Call?

OPEN ANSWER

QUESTIONS RELATED TO THE PILOTING

This midterm report helps to evaluate the status of the pilot and agree on the remaining actions regarding the pilot. Your answers are used to enhance the experience of the future pilot teams.

I SOLUTION STATUS AND OVERVIEW OF THE PILOTING

1. What is the maturity level of your solution by the scale of Technology Readiness Level, [TRL](#).*

TRL1-TRL9

2. What have you achieved during the first months of the pilot?*

OPEN ANSWER

3. What are the next steps in your pilot? Please be concrete and provide a timeline. *

OPEN ANSWER

4. What have you learned from the piloting so far?*

OPEN ANSWER

5. Describe any challenges encountered during the pilot, including how they were addressed or if they remain unresolved.*

OPEN ANSWER

II TECHNICAL FRAMEWORK

6. Did you participate in at least one of the info sessions of the CommuniCity Technical Framework?*

☐ Yes

☐ No

- 9.b. If yes, did you find the info session useful?

☐ Confusing

☐ Somehow useful

☐ Quite useful

☐ Very useful

7. Please share your suggestions for improving future info sessions.*

OPEN ANSWER

8. Was the information available on the CommuniCity website regarding the technical Framework, sufficient and clear?*

☐ Yes

☐ No

11.b. If not, what is missing?

OPEN ANSWER

9. Have you been utilising any component of the CommuniCity Technical Framework in your solution development so far?*

☐ Yes

☐ No

12.b. If yes, please elaborate on how. If not, please elaborate on why not.*

OPEN ANSWER

10. How did you find the Technical Framework? Was it easy to utilise?*

OPEN ANSWER

11. Any recommendations for the CommuniCity Technical Framework team to enhance the support of the pilot teams?

OPEN ANSWER

III CO-CREATION AND COLLABORATION

12. Describe the co-creation activities you have already carried out, including the methods, locations and participants (number of people, type of stakeholder), and number of sessions.*

OPEN ANSWER

13. Have you encountered any barriers with co-creation during your pilot so far? If so, please describe the barrier(s) and how you addressed it.*

OPEN ANSWER

14. How are you ensuring that the pilot is a positive experience for the participants from marginalised communities?*

OPEN ANSWER

15. How have the co-creation activities influenced your pilot so far? Please share any positive examples or challenges you've encountered.*

OPEN ANSWER

16. So far, how has the CommuniCity Open Call met your team's expectations in terms of, for example, support activities, funding and piloting?*

- ☐ Less than expected
- ☐ As expected
- ☐ Better than expected
- ☐ Significantly surpassed expectations

- 19.b. Please elaborate on your previous answer.*

OPEN ANSWER

17. During the first months of piloting, what kind of support has been most beneficial for your team?*

OPEN ANSWER

18. What kind of additional support would you like to receive?*

OPEN ANSWER

19. Tips or suggestions, big or small, to share with future pilot teams regarding the co-creation and collaboration?*

OPEN ANSWER

IV COSTS AND FINALISING THE PILOT

The pilot team is required to follow the rules of the CommuniCity Piloting contract including e.g. Cost Eligibility conditions (Attachment 2.) and Grant Administration (Attachment 3.).

The lead applicant is not requested to provide a *detailed* cost report, unless separately requested by CommuniCity representatives or the European Commission. In such a case, the lead applicant must be able to provide the information promptly. The European Commission can demand the information up to August 2030.

The maximum grant amount is 12 500 as agreed in the piloting contract.

20. The pilot is expected to end (usually the date of the final meeting)*

DATE

21. The costs of the pilot so far are in line with the budget.*

☐ Yes

☐ No

24.b. If no, please elaborate

OPEN ANSWER

22. The estimation of the costs in the end of the pilot is*

- ☐ exceeding the maximum grant
- ☐ remaining lower than the maximum grant

V COMMUNICATIONS

The following questions, including the visual materials, can be used for communication purposes of the CommuniCity project.

23. Are there some highlights you would like to share already at this point of the pilot? Please include possible links.

OPEN ANSWER

24. Please upload visual material (photos, graphics, videos etc.) in high resolution. Include also the copyrights and possible references.

ADD FILES

25. We welcome any further feedback you may have.

OPEN ANSWER

THANK YOU!

