

# TEMPLATE

## Output factsheet: Tools

Version 2

Project index number and acronym	CE 25 MOVECIT
Lead partner	Development agency Sinergija (Razvojna agencija Sinergija)
Output number and title	O.T2.1: Integrated smart mobility toolkit for mobility plan's development & monitoring for municipalities unit
Responsible partner (PP name and number)	PP2 Czech Environmental Partnership Foundation (Nadace Partnerství)
Project website	<a href="http://www.interreg-central.eu/movecit">http://www.interreg-central.eu/movecit</a>
Delivery date	23.10.2017

### Summary description of the key features of the tool (developed and/or implemented)

This toolkit (*Integrated smart mobility toolkit for mobility plan's development & monitoring for municipalities unit*) serves as an informational database which is gathering information about mobility management and mobility planning with an accent to workplace mobility plans. In other words, the Toolkit serves the readers as a website full of methodology, examples and practical information which they can use for mobility planning purposes. It is designed to be very simple for usage by dividing the topic into following sections: Methodology (on developing workplace mobility plans), Online tools (that are useful during the mobility planning process), Online documents (which are related to the topic), Measures (which can be implemented) and Best practices (for inspiration). The Toolkit contains a links to important documents that reveal more about mobility planning. One of the documents that can be downloaded from the website is also Handbook on developing, monitoring and evaluation of the mobility plan, which was created in project MOVECIT as well. Both Toolkit and Handbook are tailored for employees of the municipalities and other public institutions. The toolkit is featured in online (webpage) and offline (excel sheet). Both versions are available on project websites, where they can be viewed or downloaded as well as other related documents.

**NUTS region(s) where the tool has been developed and/or implemented (relevant NUTS level)**

The tool was developed in SI, CZ, AT, HU, SK, DE and IT on NUTS 0 level.

The most relevant NUTS 3 level regions are: Pomurska (SI011), Jihomoravský kraj (CZ064), Ústecký kraj (CZ042), Wien (AT130), Wiener Umland/Südteil (AT127), Sankt Pölten (AT123), Budapest (HU101), Békés (HU332), Banskobystrický kraj (SK032), Leipzig, Kreisfreie Stadt (DED51), Leipzig (DED52) and Modena (ITH54).

It is necessary to add that during the future implementation of this tool there will be more regions affected.

### Expected impact and benefits of the tool for the concerned territories and target groups

This toolkit is expected to enlarge the capacity building at the municipalities, institutions and other workplaces which it is used on. It is supposed to raise the capability of making their own mobility plan, guide through the methodology and serve as inspiration by showing the suitable measures for certain problems as well as leading by examples of best practice. This toolkit can help the users with the decision process and helps them gather the relevant information about mobility planning.

By using this toolkit, the municipalities, institutions and workplaces can prepare their own mobility plan and downsize negative aspects of transportation (especially car-oriented transportation), which is in line with the goal of the project.

The municipalities (e.g. Ljutomer (SI), Litoměřice (CZ), Leipzig (DE), Modena (IT), Baden (AT), etc.) which will use the Toolkit can create more quality mobility planning process. The better the process is the more significant the results are. We believe that with the help of this Toolkit the institutions will persuade more employees to change their commuting (for example because of more directed and better campaigns.). By the changes of the employees daily habits, less CO2 emission will be emitted which would have good impact on the environment. Also, the possibilities for the employees themselves can be bettered by better answering to their needs - e.g. applying measures which are more relevant to the problems on sites (lack of facilities and so on).

### Sustainability of the tool and its transferability to other territories and stakeholders

This toolkit is transferable to other regions, territories and stakeholders. It is design to fit all the municipalities in the CE region. Other municipalities within and outside the CE region can use this toolkit in order to proceed with mobility planning process. This toolkit provides important information which can help the employees and the municipalities to gain the knowledge needed for the process. This information is universal so their transferability is very high. The transferability is assured because of several reasons. First, the Toolkit is written in English, which is language most of the municipalities are able to communicate in. Second, the Toolkit deals with the most common problems, which are common for most of the territories. Third, the Toolkit was created in cooperation of all countries involved in the project, which gives it much more transferability then if it would be created by one country. Fourth, the Toolkit will be updated regularly by the partners of project MOVECIT, which cover most of the CE region. The inputs from the partners are very wide because of the different regions, territories and stakeholders they are dealing with. Their information will help to deal with the problems more conceptually. The sustainability of the toolkit is ensured by updating the information within it during the time and adding potential new useful information, measures or good practice examples. The handbook which is part of the toolkit it is translated into 6 national languages and will be easier transfer and implemented in the local and regional environments. The sustainability will be assured by regular updates from the project partners supervised by Czech Environmental Partnership Foundation and lead partner Razvojna Agencija Sinergia. The Toolkit will be shared on social medias, on other websites and also on the trainings and conferences organized within and without the MOVECIT project.

## Lessons learned from the development/implementation process of the tool and added value of transnational cooperation

- Not to forget on integration of the different city size features;
- It is important to include motivation factors and engagement methods for employees as the involvement is the crucial part of the planning process;
- The planning stages can be implemented also in parallel, there is no strict line between the stages;
- Low number of best practices evidenced;
- Concrete steps are very important to be included in the tools;
- Translation of the handbook is useful in local environment;

## References to relevant deliverables and web-links If applicable, pictures or images to be provided as annex

The toolkit is published in online form (of a subpage) at project website (<http://www.interreg-central.eu/movecit>) It can be also downloaded from the project website in offline form (excel sheet).

This tool will be also translated into Czech language and can be found at [planymobility.cz](http://planymobility.cz).

The deliverables which are relevant to the toolkit are:

D.T2.1.1. Handbook on developing, monitoring and evaluation of the mobility plan

D.T3.2.1: Common questionnaire - toolkit for obtaining the information when developing the mobility plan

D.T3.2.2. - D.T3.2.14: Guidelines for developing a workplace mobility plan + Template for Workplace Mobility plan