



# INDIA CYCLES 4 CHANGE CHALLENGE

## Guidelines for Stage 1 Submission



**The  
deadline to  
submit is  
January  
31st, 2021!**

# **Guidelines for Stage 1 Submission**

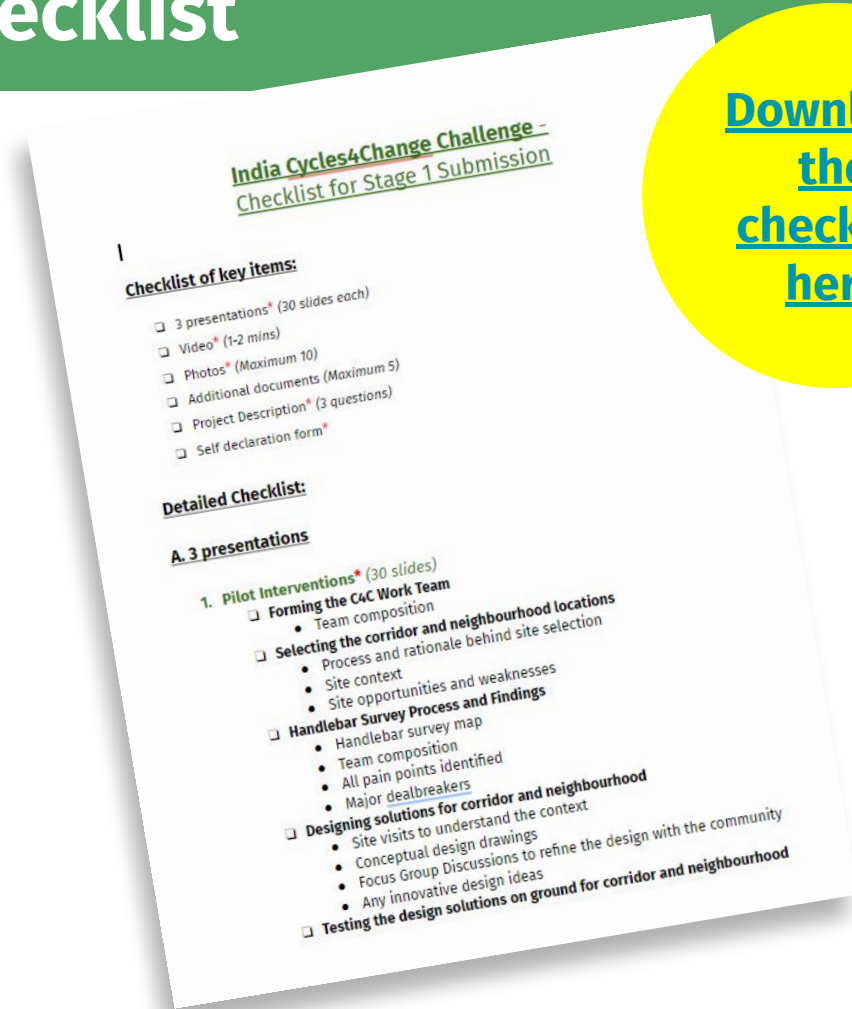
# Step 1: Go through the submission checklist

## Submission deliverables

1. **3 presentations\*** (30 slides each)
2. **Video\*** (1-2 mins)
3. **Photos\*** (Maximum 10)
4. **Additional documents** (Maximum 5)
5. **Project Description\*** (3 questions)
6. **Cover letter\***

\* Submission Mandatory

See the [Workshop 7 Video](#) for more information!



[Download the checklist here](#)

Use this checklist to **ensure you do not miss any of the fantastic steps** taken by your city! The list is not exhaustive. **Feel free to add more points and highlight steps** which are more relevant to your project.

## Step 2: Ensure the deliverables meet **technical requirements**

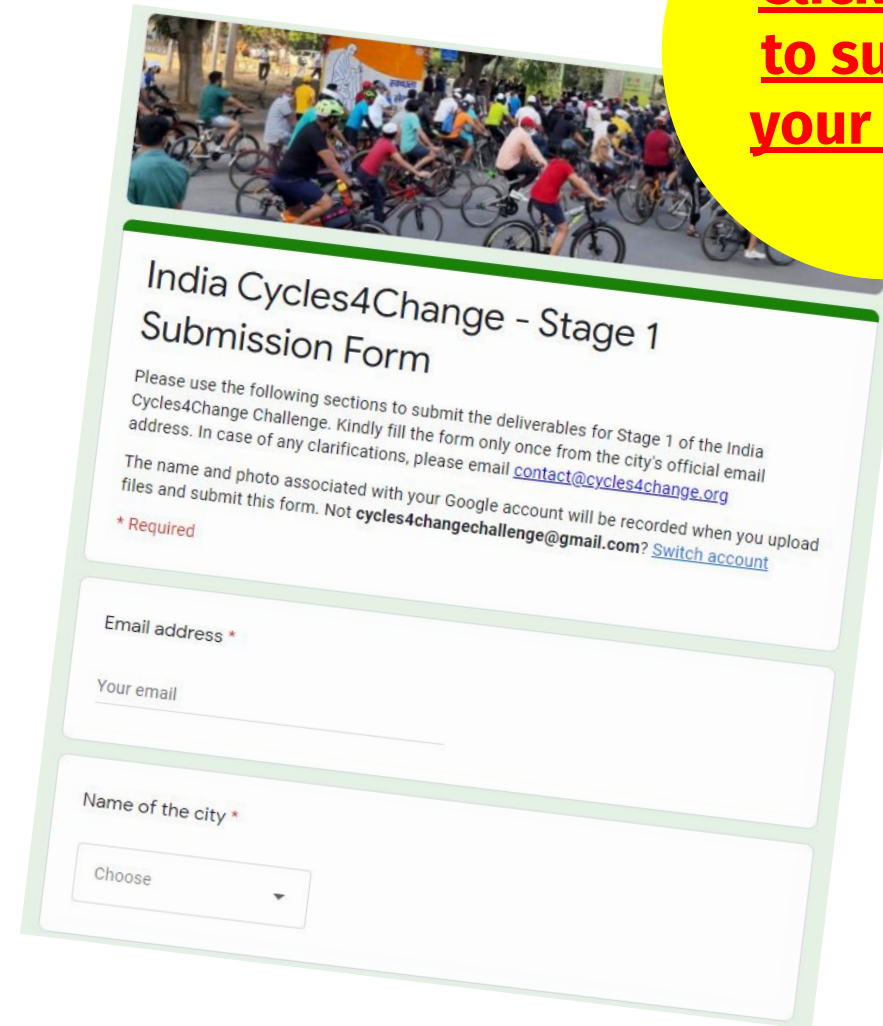
	<b>Deliverable</b>	<b>Max. components</b>	<b>Format</b>	<b>Max. file size</b>
1	<b>3 Presentations*</b>	30 slides <u>each</u>	PDF, PPT, PPTX	10MB <u>each</u>
2	<b>Video*</b>	1-2mins	Landscape 1080p resolution in .mp4 format ( <i>Share using Google drive link</i> )	(Share using Google drive link)
3	<b>High resolution photos*</b>	10 photos	JPEG, PNG	1MB <u>each</u>
4	<b>Additional documents</b>	5 files	PDF	10MB <u>each</u>
5	<b>Project Description*</b>	3 questions		300 words/1500 characters <u>each</u>
6	<b>Cover letter*</b>	1 file	PDF	10MB

**\* Submission Mandatory**

# Step 3: Fill the form and submit your city's entry!

- Use the **official city email ID** while submitting your entry.
- **Google forms cannot be saved midway.** We strongly recommend you keep all the **submission deliverables ready**, including the project description text.
- All files should be named with the format **CITY NAME\_DELIVERABLE**  
(Example - Malgudi\_Image 1)
- Ensure that **all the information is within the scope of the India Cycles4Change Challenge.**
- In case of any queries, contact the C4C Coordinating team at [contact@cycles4change.in](mailto:contact@cycles4change.in)

[Click here to submit your entry](#)



India Cycles4Change - Stage 1  
Submission Form

Please use the following sections to submit the deliverables for Stage 1 of the India Cycles4Change Challenge. Kindly fill the form only once from the city's official email address. In case of any clarifications, please email [contact@cycles4change.org](mailto:contact@cycles4change.org)

The name and photo associated with your Google account will be recorded when you upload files and submit this form. Not [cycles4changechallenge@gmail.com](mailto:cycles4changechallenge@gmail.com)? [Switch account](#)

\* Required

Email address \*

Your email

Name of the city \*

Choose

Use this [video tutorial](#) to fill the form correctly

**We look forward to seeing  
fantastic submissions...**

**Good luck to all cities!**

# Thank you

Website - <https://bit.ly/3ju3ZCY>

Facebook - India Cycles4Change

India Cycles4Change is a programme of



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