ITDP India Programme

Smart City
MISSION TRANSFORM-NATION

Ministry of Housing and Urban Affairs
Government of India

FIT INDIA

स्वच्छ भारत
एक कदम स्वच्छता की ओर

Streets for People
CHALLENGE

IDENTIFY THE BEST DESIGNS

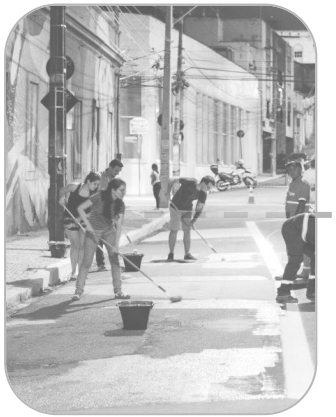
The **Challenge roadmap: Stage 1**

Source ITDP India

Identify pilot locations

Source Bandra Collective

Host a design competition



Source: NACTO

Test pilot interventions

Source ITDP India

Scale up and strategize for long-term impact!

Engage with the community & build momentum for streets for people!

Steps to host the City-led Design Competition

1. Update the brief and share with us

2. Spread the word

3. Organise walking audits with participants

4. Identify the best designs

4 steps to identifying the **best design!**

4. Identify the best designs

1 - Identify and orient the jury

2 - Shortlist entries with the jury

3 - Capture community preferences

4 - Select the winning entry!

4 steps to identifying the **best design!**

Let's start!

1 - Identify and orient the jury

2 - Shortlist entries with the jury

3 - Capture community preferences

4 - Select the winning entry!

4. Identify the best designs

1. Identify and orient the jury

The cities should identify and form a jury based on following criteria:

City officials - 3 members:

- City officials from various **relevant departments** such as traffic police, planning etc.

Local residents - 2 members:

- Ensure **gender and age diversity** while selecting the local residents
- Selected residents **must be from the specific pilot site**

Urban technical expert - 2 members

Other **national / international experts** can also be brought on board the jury. The total jury members **must be an odd number**

hindustantimes | metro | 05

CR Park residents to brainstorm over local issues, suggest solutions to govt

Source: www.crpark-reimagine.org

1. Identify and orient the jury

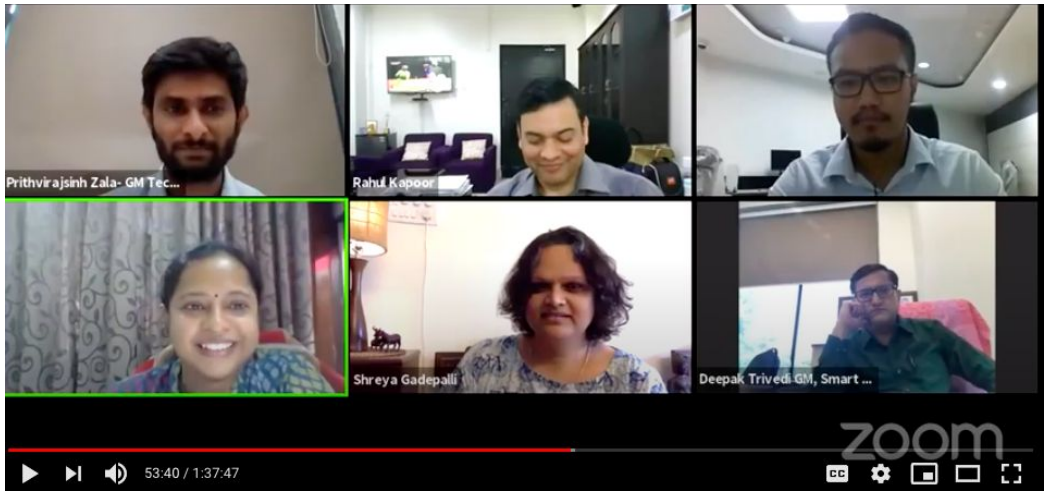
Once the jury is identified, they must be oriented with the **Challenge approach and goals**:

1. **Share the brief and scoring template** with the jury

2. Cities may **host an online or offline orientation session. Site visits** with the jury to further orient them can also be organised

Don't forget to **announce the details of jury** to participants **through social and print media tools!**

We will share a **graphic template to announce the jury** to the participants



4 steps to identifying the **best design!**

4. Identify the best designs

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2 - Shortlist entries with the jury

Let's take a look!

3 - Capture community preferences

4 - Select the winning entry!

Cities will require 2 excel templates to shortlist and select the winning entries:

SHEET 1
Scoring sheet for jurors

This sheet will be **updated by cities with city-specific information and shared with jurors.** Detailed steps are provided in the coming slides

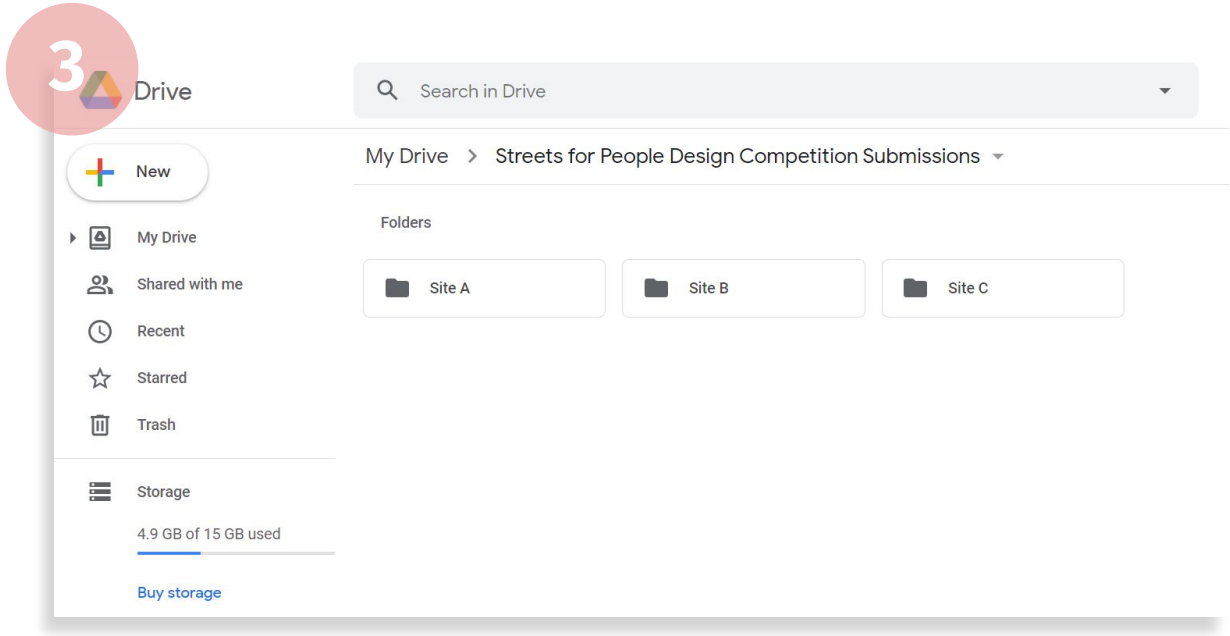
SHEET 2
Sheet to identify the final winner

This sheet will be **used by the cities to collate juror scores and add community preference scores.** Detailed steps are provided in the coming slides,

A : Create submission links

For each site:

1. **Go through all the submissions** received
2. **Filter the submissions** based on the qualification criteria *(2A1 sheets and Max 20 slides presentation)*
3. **Create a google drive folder for each site** ONLY with submissions that qualify for the jury



Note:

- *The participants are expected to share a 200-300 word abstract as a separate pdf.* ***In case this has been incorporated as a part of the deck / sheet, it is to be considered a valid entry.***
- *In case of large number of entries, cities may take up an internal shortlisting process.* ***It is not advisable to share more than 10 entries per site to the jury***

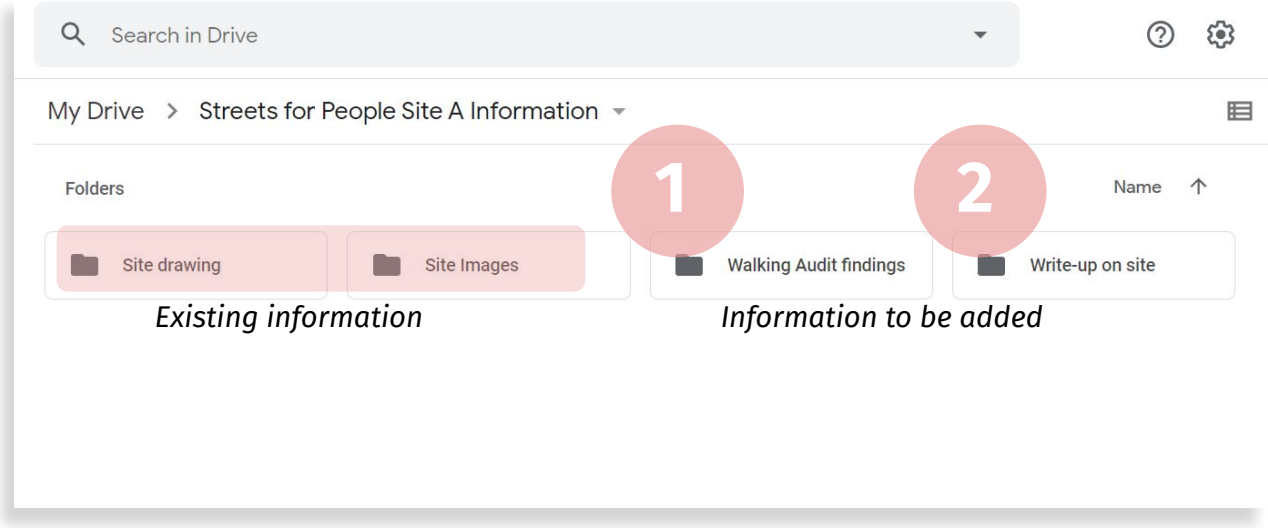
B : Create site information links

For each site:

For the competition brief, **you have already prepared a google drive folder** with site information

1. **Add walking audit findings** into the folder for each site.
   - **Scan and upload** the maps used during the walking audit to map pain points and base data
   - OR Collate the data on google maps
   - OR Create a graphic with the pain points

2. Add **any additional site related information** for the jury such as a short write-up on site-specific issues, additional site images etc.



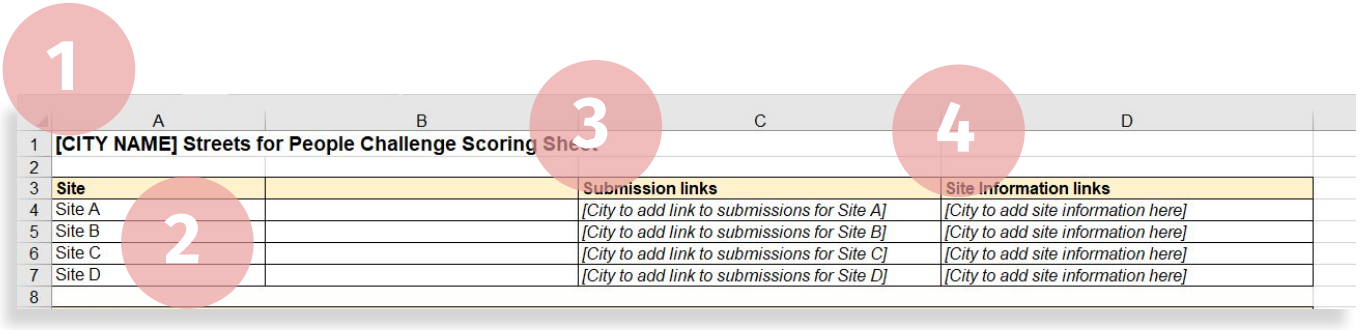
C : Update the scoring sheet

Download SHEET 1 - The scoring sheet for jurors

Click here to download **SHEET 1 - the scoring sheet** for jurors

I. UPDATE OVERVIEW PAGE

1. Update **CITY NAME**
2. Update **number of sites** as per your city i.e. add or reduce rows based on the number of sites selected by your city. *(The template is default for 4 sites)*
3. Add **SUBMISSION LINKS** for each site
4. Add **SITE INFORMATION LINKS** for each site



	A	B	C	D
1	[CITY NAME] Streets for People Challenge Scoring She			
2				
3	**Site**		**Submission links**	**Site Information links**
4	Site A		*[City to add link to submissions for Site A]*	*[City to add site information here]*
5	Site B		*[City to add link to submissions for Site B]*	*[City to add site information here]*
6	Site C		*[City to add link to submissions for Site C]*	*[City to add site information here]*
7	Site D		*[City to add link to submissions for Site D]*	*[City to add site information here]*
8				

C : Update the scoring sheet

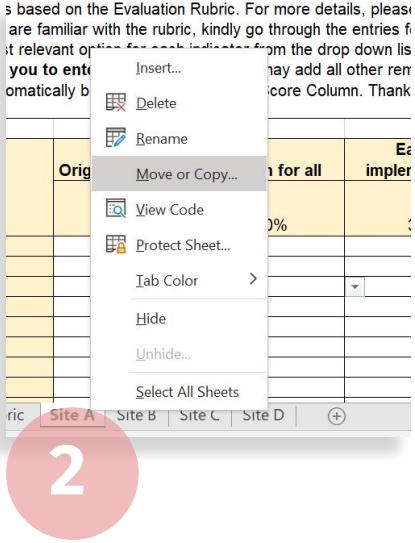
II. UPDATE NUMBER OF SPREADSHEETS

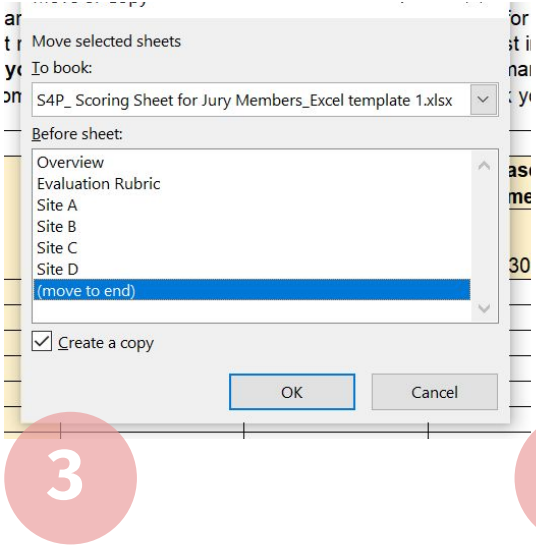
Based on the **number of sites selected for the competition by your city**, add or delete number of spreadsheets:

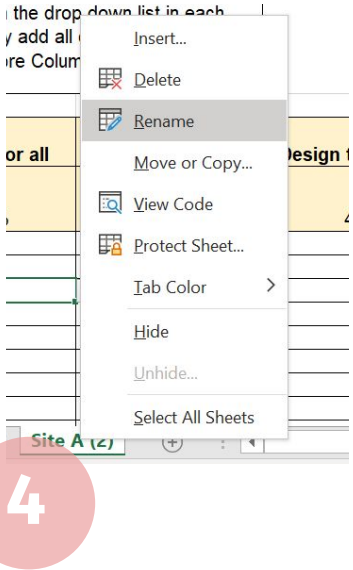
To add,

1. **Right click** on the spreadsheet title
2. **Select** 'Move or Copy' sheet
3. Click on **'move to end'** and **check the box that says** 'create a copy'
4. Right click on the new spreadsheet and click on **'rename'**
5. Label the new sheet according to site number

To add,







To delete,

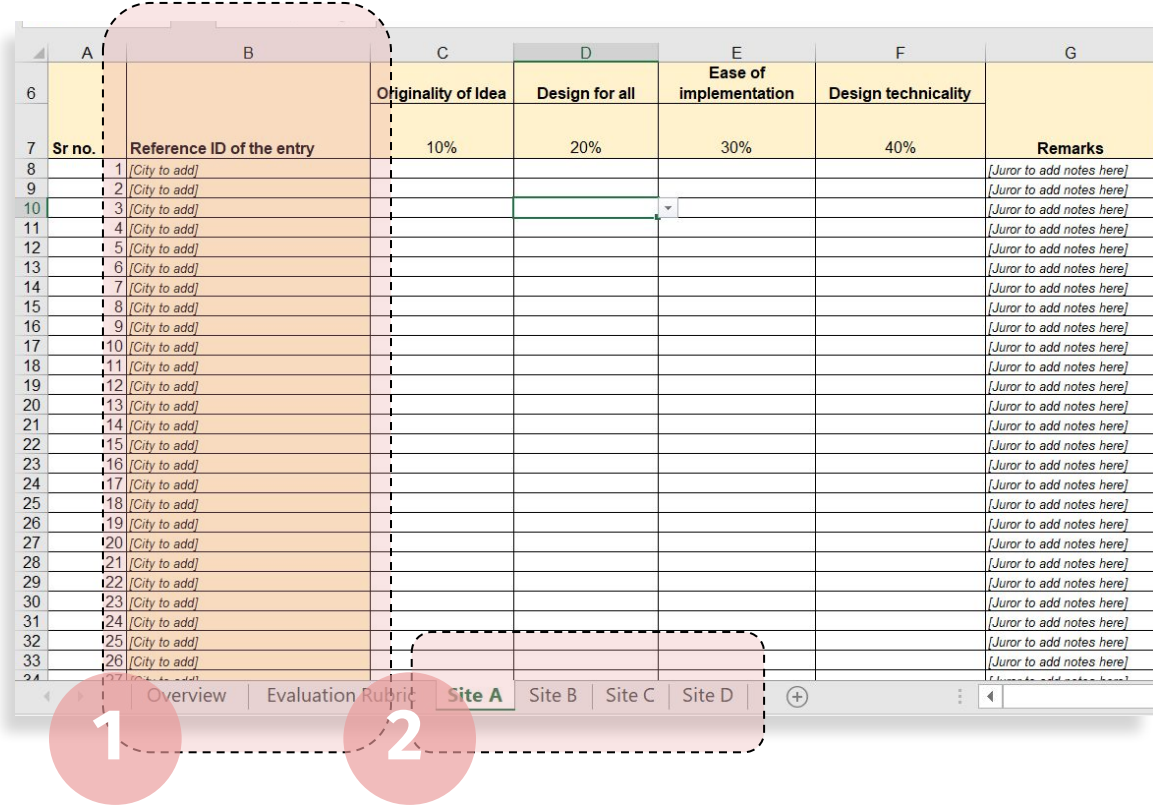
- *Right click on the spreadsheet title*
- *Select '**Delete**' sheet*

C : Update the scoring sheet

III. UPDATE ALL SITE PAGES

1. Add the **UNIQUE REGISTRATION ID** of all shortlisted entries **on the site page**

2. Repeat the process for **each site page**



D : Share the scoring sheet with the jury

Well done cities! **Your scoring sheet is now ready to be shared with the jury panel.**

1. **Proofread the entire scoring sheet** and ensure that all the above steps have been completed

2. **Share the scoring sheet** with the jury members and **set a deadline** to receive their scores

3. Ensure to **answer all queries** raised by the jury members

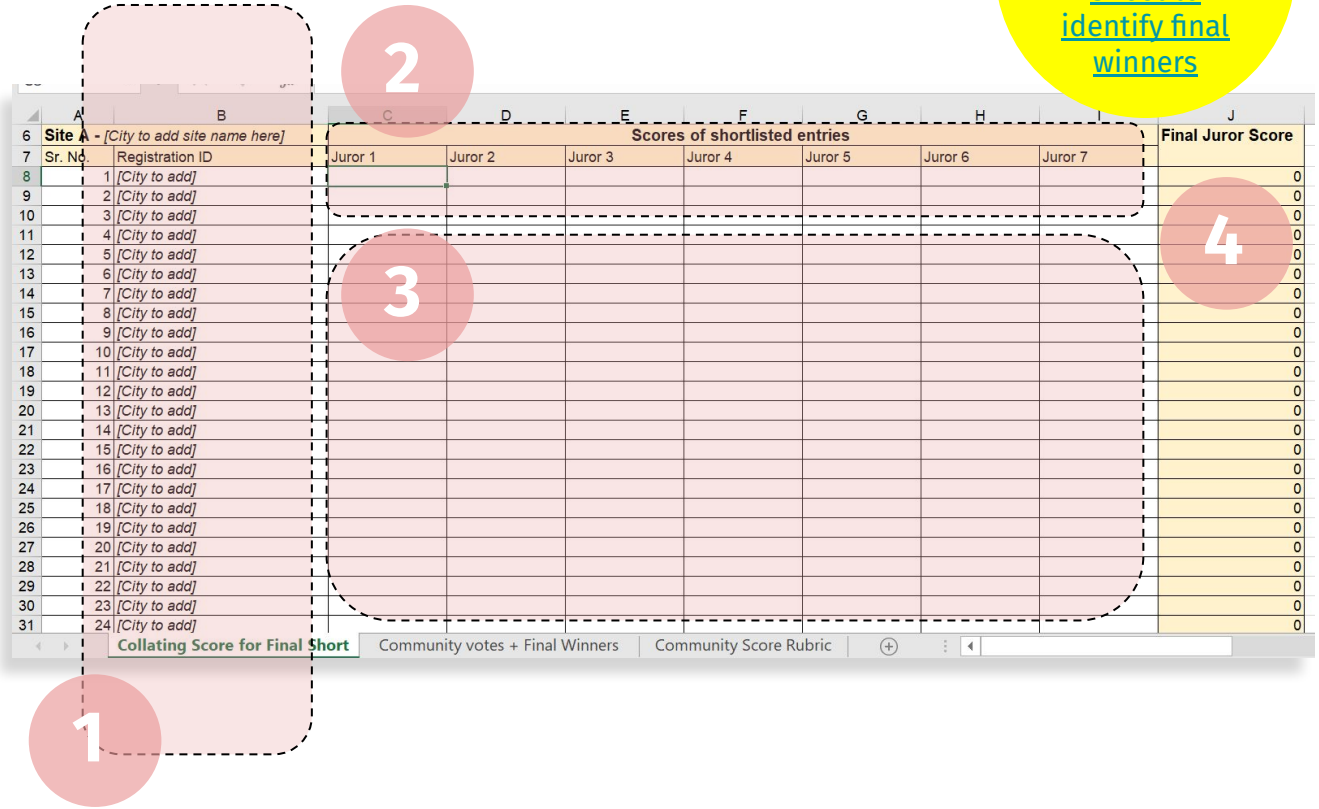
Note: The shortlisting process carried by the jury can be done online or offline based on the city preferences

E : Collate jury scores

After you receive jury scores, **use this excel template to collate the scores** shared by the jury members.

1. **Add the UNIQUE IDS** in the same order as sent to the jury panel
2. **Add or delete juror columns based on number of jury members** for your city
3. **Copy jury scores from the individual juror sheets.** Double check to ensure that the right score is added against the right UNIQUE ID
4. The final juror score is automatically calculated. **Double-check to ensure that the final score is an AVERAGE of all juror scores**

[Click here to download **SHEET 2:** Sheet to identify final winners]



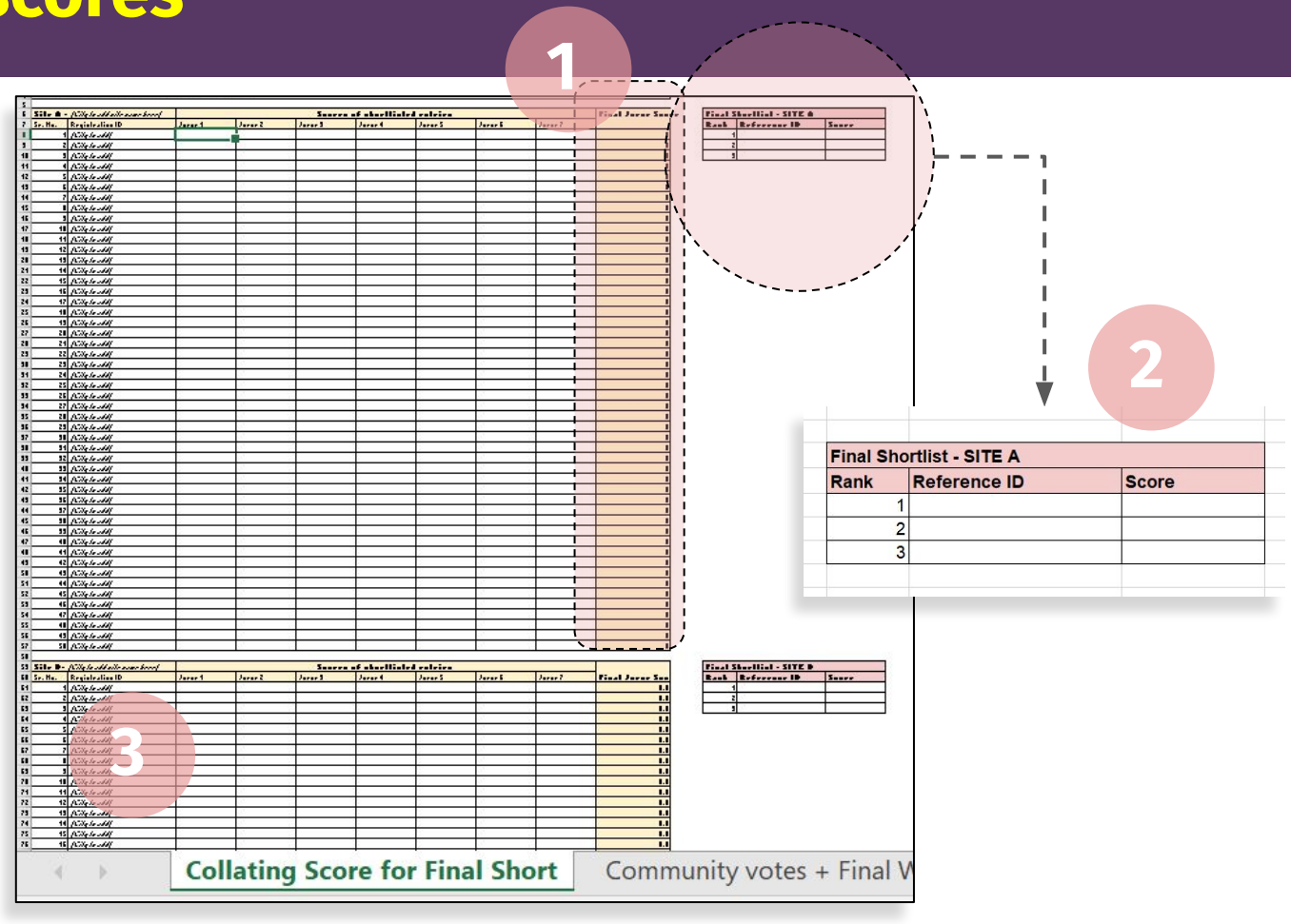
E : Collate jury scores

Finally, get the top 3 shortlisted entries for each site!

1. Sort the ‘Final Juror Score’ column to **get the highest scores on the top**

2. Copy the **first 3 UNIQUE REFERENCE ID and the respective score in the red box** provided alongside

3. **Repeat the process for each site.** Tables for additional sites are provided in the same spreadsheet as you scroll down



4 steps to identifying the **best design!**

4. Identify the best designs

1 - Identify and orient the jury

2 - Shortlists entries with the jury

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Let's take a look!

4 - Select the winning entry!

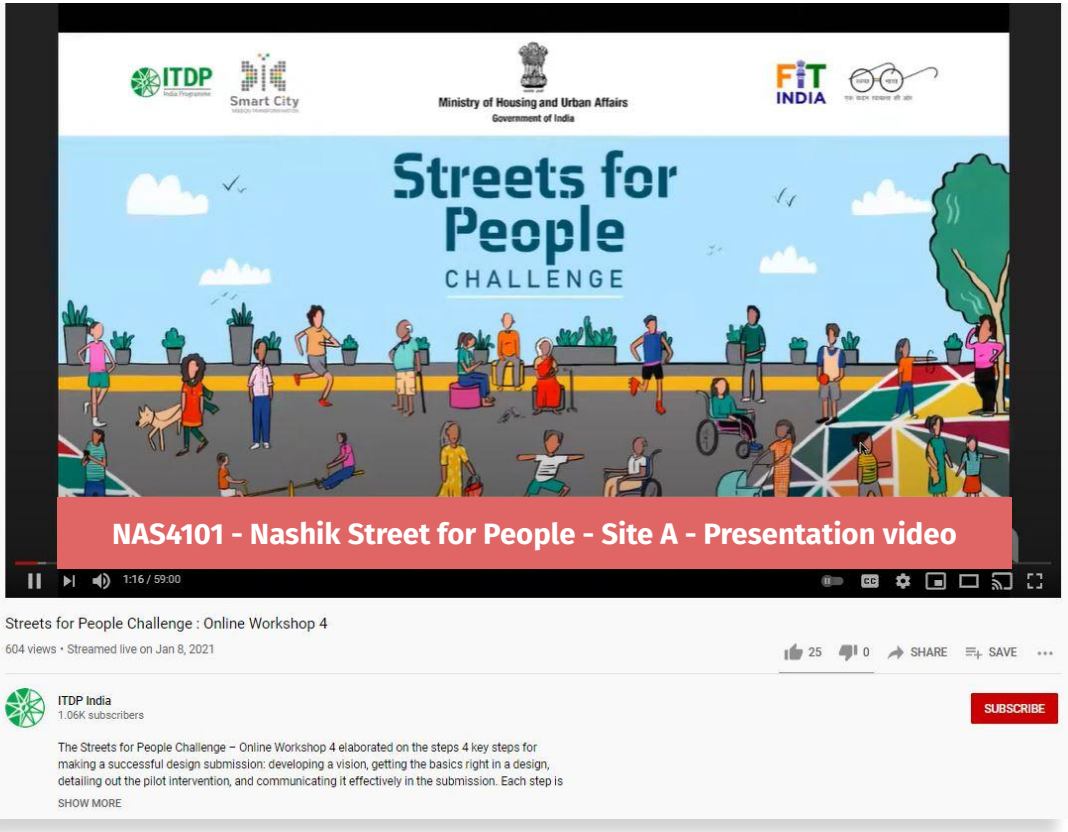
A : Request videos from shortlisted entries

Once you have the top 3 shortlisted entries, **it's time to capture community preferences by sharing videos from the entries:**

1. **Reach out to all shortlisted teams** and request them to share a video of their presentation.

2. **Ensure to reach out to shortlisted teams from all sites!** *(more guidance on the video creation will be shared soon)*

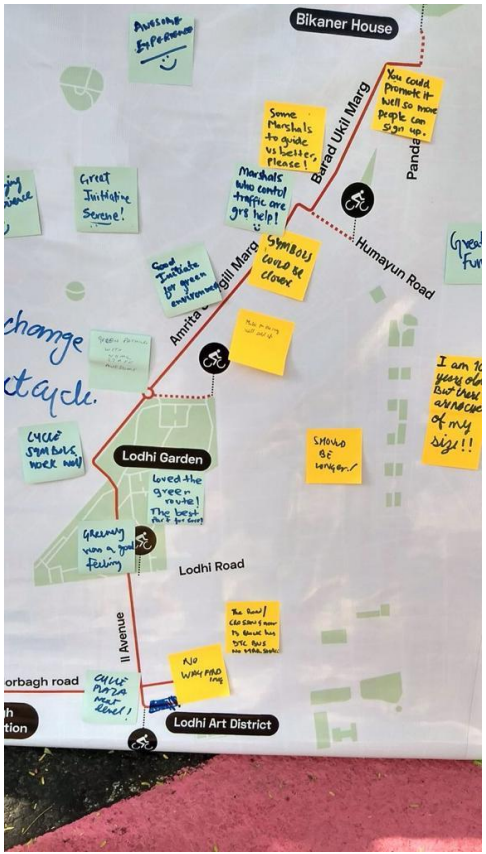
3. **Set a deadline for shortlisted entries to share their videos** *(all videos to be requested as youtube links)*

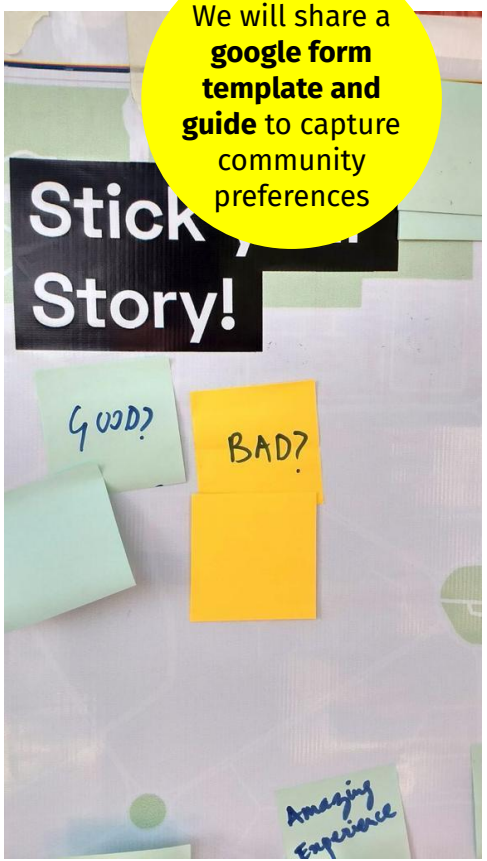


B : Roll-out form to capture community preferences

Once you receive the videos, **use this google form template to get citizens to vote for their favorite entry for each site from the top 3:**

1. **Contextualise the google form template**
2. **Share the google form to all citizen groups**
3. **Host events to capture maximum votes via the form**
4. **Send volunteers to the pilot sites** with the form to capture community preferences
5. **Ensure to get responses from all user groups** including children, women, elderly, disabled, local stakeholders etc.





We will share a **google form template and guide** to capture community preferences

4 steps to identifying the **best design!**

4. Identify the best designs

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A quick glance!

A : Add community voting scores to the scoring sheet

In the same excel sheet used to collate jury scores, **use the 'Community Votes + Final Winner' spreadsheet to add community preferences:**

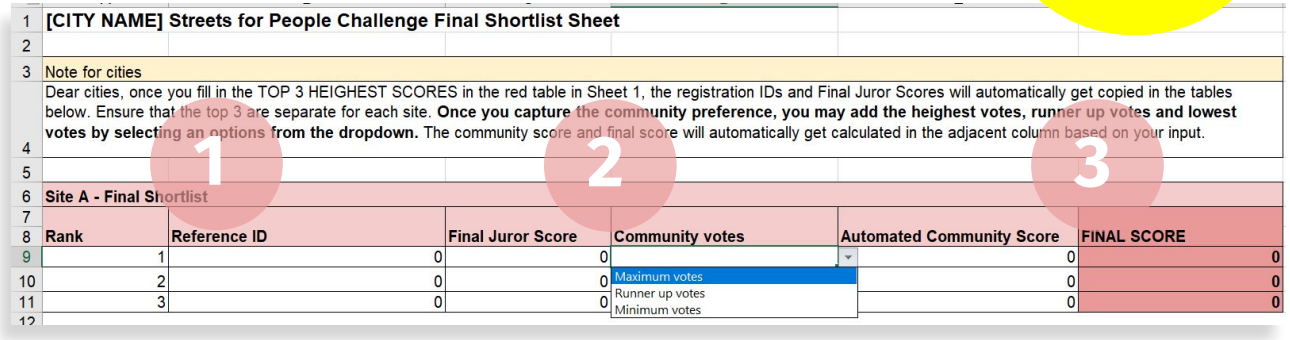
1. **Final juror scores will automatically** be updated from the previous sheet (from the red box)

2. Once community votes have been captured for the 3 shortlisted entries, select:
   - **Maximum votes, OR**
   - **Runner up votes, OR**
   - **Minimum votes**

   for each entry.

3. The final score will automatically get updated for each shortlisted entry. **The highest scoring team is the winner!**

Click here to download **SHEET 2:** Sheet to identify final winners



1	**[CITY NAME] Streets for People Challenge Final Shortlist Sheet**					
2						
3	Note for cities					
4	Dear cities, once you fill in the TOP 3 HEIGHEST SCORES in the red table in Sheet 1, the registration IDs and Final Juror Scores will automatically get copied in the tables below. Ensure that the top 3 are separate for each site. **Once you capture the community preference, you may add the heighest votes, runner up votes and lowest votes by selecting an options from the dropdown.** The community score and final score will automatically get calculated in the adjacent column based on your input.					
5						
6	**Site A - Final Shortlist**					
7						
8	**Rank**	**Reference ID**	**Final Juror Score**	**Community votes**	**Automated Community Score**	**FINAL SCORE**
9	1	0	0		0	0
10	2	0	0	Maximum votes	0	0
11	3	0	0	Runner up votes Minimum votes	0	0
12						

Note:

- *Please **repeat this process for shortlisted entries for each site.** Tables for additional sites are provided below in the same spreadsheet.*
- ***In case there is a tie, the city may select the first, second and third place entry.** The city may also choose to announce the tie and split the prize money. This decision is up to the city.*
- *At this point, **city can also decide to award other categories of winners** such as Special mentions, Jury Favourite etc.*

B : Finally, announce the winning entry!

Congratulations cities! **Finally, you have a fantastic winning entry for all your sites!**

1. **Let all participants know who the winners are FOR EACH SITE:**
   - Send an email to all participants
   - Send winning team names on whatsapp groups
   - Announce winners on social media
   - Resolve queries and disputes, if any

2. **Disseminate the prize money, as promised**

3. Work with the winning teams to refine the design and move towards implementation...

Use [this link to create your own exciting posters](#) **to announce the winners!**

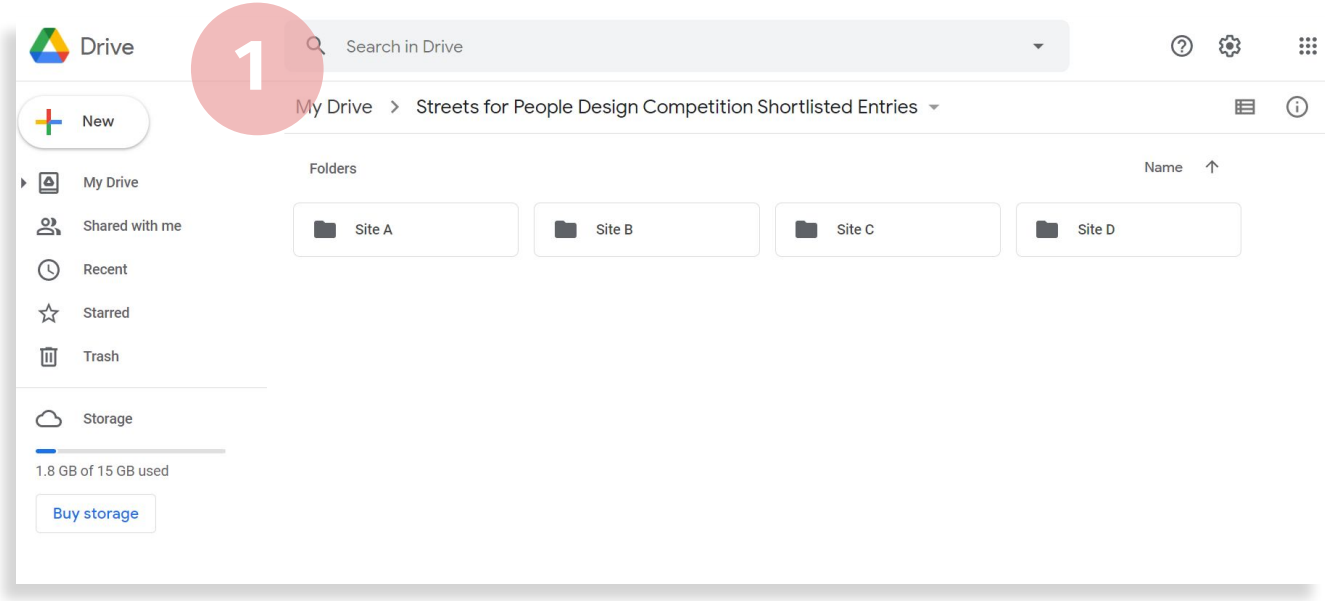
C : Share details of winning entries with us!

To ensure that **all winning entries get published** on Online Streets for People Design Competition Exhibition:

1. Create a drive folder with **TOP 3 ENTRIES FOR EACH SITE**

2. **Share the google drive folder** with us at contact@streets4people.in

We will let you know when the Online Exhibition is launched and live!



Thank you

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