

Welcome to the Covenant of Mayors for Climate and Energy – Europe

INFO-PACK FOR SIGNATORIES

This info-pack is meant to guide you through the Covenant of Mayors - Europe (CoM – Europe) website and the dedicated platform, MyCovenant.

For further questions and assistance, please do not hesitate to contact the Covenant of Mayors - Europe Helpdesk by email: info@eumayors.eu, or to consult our [FAQs](#).











For a fairer, climate-neutral Europe

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Covenant of Mayors - Europe website

-  Plans and actions
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 -  Adaptation resources
 -  Energy poverty
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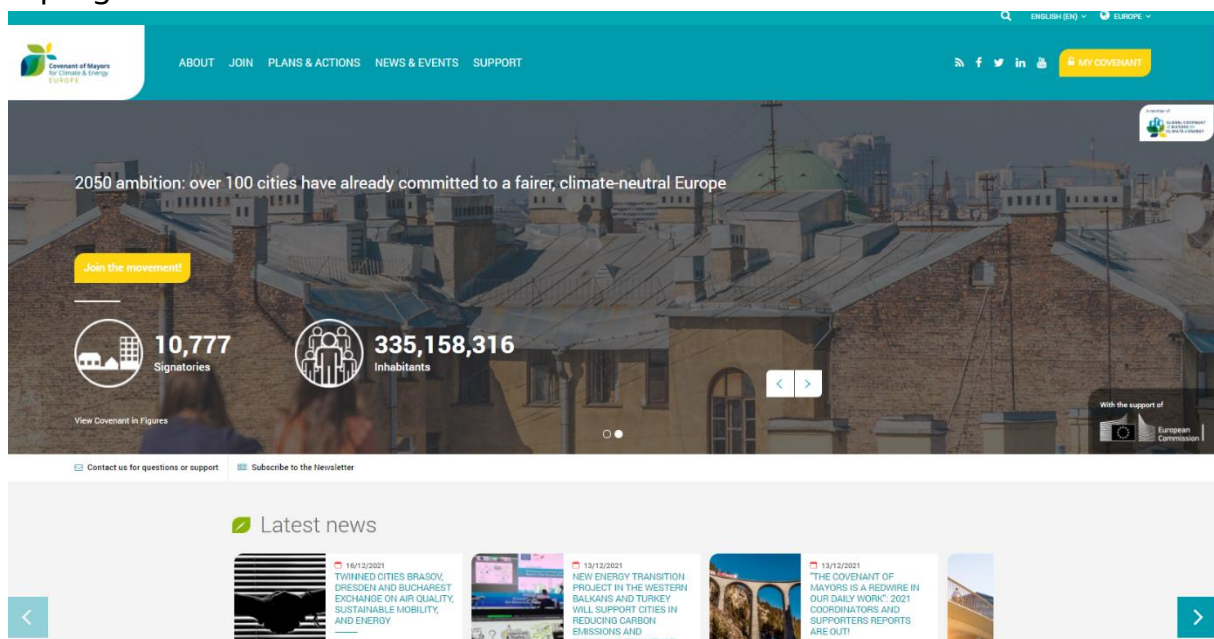
MyCovenant

-  The dashboard
-  Your contact profile
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 -  Renewal of commitment
-  My covenant community
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COVENANT OF MAYORS - EUROPE WEBSITE

This is the homepage of the Covenant of Mayors – Europe [website](#), where you can find your local authority's [public profile](#), many [resources](#) on mitigation, adaptation, financing, etc., the latest [news](#) from the Community, upcoming [events](#) and so much more.

You can access the [MyCovenant](#) platform by clicking on the yellow button on the top-right.



PLANS & ACTIONS

Visit both the **Plans and Actions** and the **Support** sections to get inspired by experts and your peers.



ABOUT

JOIN

PLANS & ACTIONS

NEWS & EVENTS

SUPPORT

The **Plans and Actions** section includes:

ACTION PLANS

Find [here](#) all the action plans submitted by the Covenant - Europe signatories.

PROGRESS

Get inspired by the actions and [progress](#) achieved by your peers through the implementation of their action plans.

GOOD PRACTICES

All Covenant - Europe Signatories, Supporters and Coordinators can share their [good practices](#) (on mitigation, adaptation, energy poverty, financing, ...) with the entire CoM - Europe Community. Use them as a source of inspiration!

If your municipality has reached outstanding results in its climate and energy actions and you would like to share them with the CoM - Europe Community, please [contact us](#)!

SUPPORT

The **Support** section includes:

[LIBRARY](#)

[FUNDING](#)

[ADAPTATION RESOURCES](#)

[ENERGY POVERTY](#)

[FAQ](#)

[REPORTING](#)

In the [Library](#) section you can find many resources to increase your knowledge and capacities on action plan development, mitigation, adaptation, energy poverty, etc., such as the Covenant - Europe core documents, technical publications, thematic leaflets, guidelines, webinar recordings, case studies and many more.




Moreover, you can find there our [communication toolkit](#): check our [graphic guidelines](#) and find out how you can use our logo and other communication tools! For a successful search, you can filter by language, type, author, publication date and keyword. For more information, you can watch this [video](#).


In the [Funding](#) section you can find clear and practical information on European funding and financing opportunities.

The interactive funding guide shows all the European funding programmes and financing schemes available on climate and energy for the members of the Community, in particular for local authorities and examples on how signatories and coordinators are using them.



The guide is regularly updated with the new funding calls and links to financing opportunities, and it is available in all EU languages.

Interactive funding guide

loan| I  Support for  Support to 

Country 

ADVANCED SEARCH [Clear all](#)

| European Structural and Investment Funds | European Funding Programmes | Project Development Assistance | Financial Institutions Instruments | Alternative Financing Schemes |
|--|---|--------------------------------|------------------------------------|-------------------------------|
| Cohesion Fund | CEF | EEEF | EFSI | Citizen Cooperatives |
| ERDF | Horizon 2020  | ELENA | Municipal loans | Crowd-funding |
| EMFF | JPI Urban Europe | Horizon 2020 PDA | NCFF | EPC |
| ERDF | LIFE | JASPERS | | Green municipal bonds |
| ESF | Territorial Cooperation  | | | on-bill-financing |
| | UIA | | | Revolving loan funds |
| | URBACT | | | Soft loans, guarantees |

Support services

In the [Adaptation Resources](#) section you can find many resources to increase your knowledge. For example, you can find the link to the “[Urban Adaptation Support Tool](#)” jointly developed by the Covenant of Mayors – Europe Office and the European Environment Agency, which is the main adaptation resource for the Covenant Community. It takes you through all the steps needed to develop and implement an adaptation strategy and refers you to valuable guidance materials and tools.

If you have doubts about what [Energy Poverty](#) means and what it covers, you can go to this section, where you can find a lot of information and existing publications on energy poverty.

In the frequently asked question section (FAQs), you can find answers to the most common questions about the Covenant of Mayors – Europe. The FAQs are updated on a regular basis to reflect the most relevant questions coming from the Covenant Europe Community.





[**FAQs**](#)

Check also the terminology used by the Covenant of Mayors – Europe in our [Glossary of terms](#).

In the [**Reporting**](#) section, you can find information on the Common Reporting Framework (CRF) of the [Global Covenant of Mayors](#), used as reference by the Covenant of Mayors – Europe.

Moreover, you can download the guidebook, developed by the Joint Research Centre of the European Commission, on how to develop a Sustainable Energy and Climate Action Plan (SECAP), as well as guidelines and other practical tools.

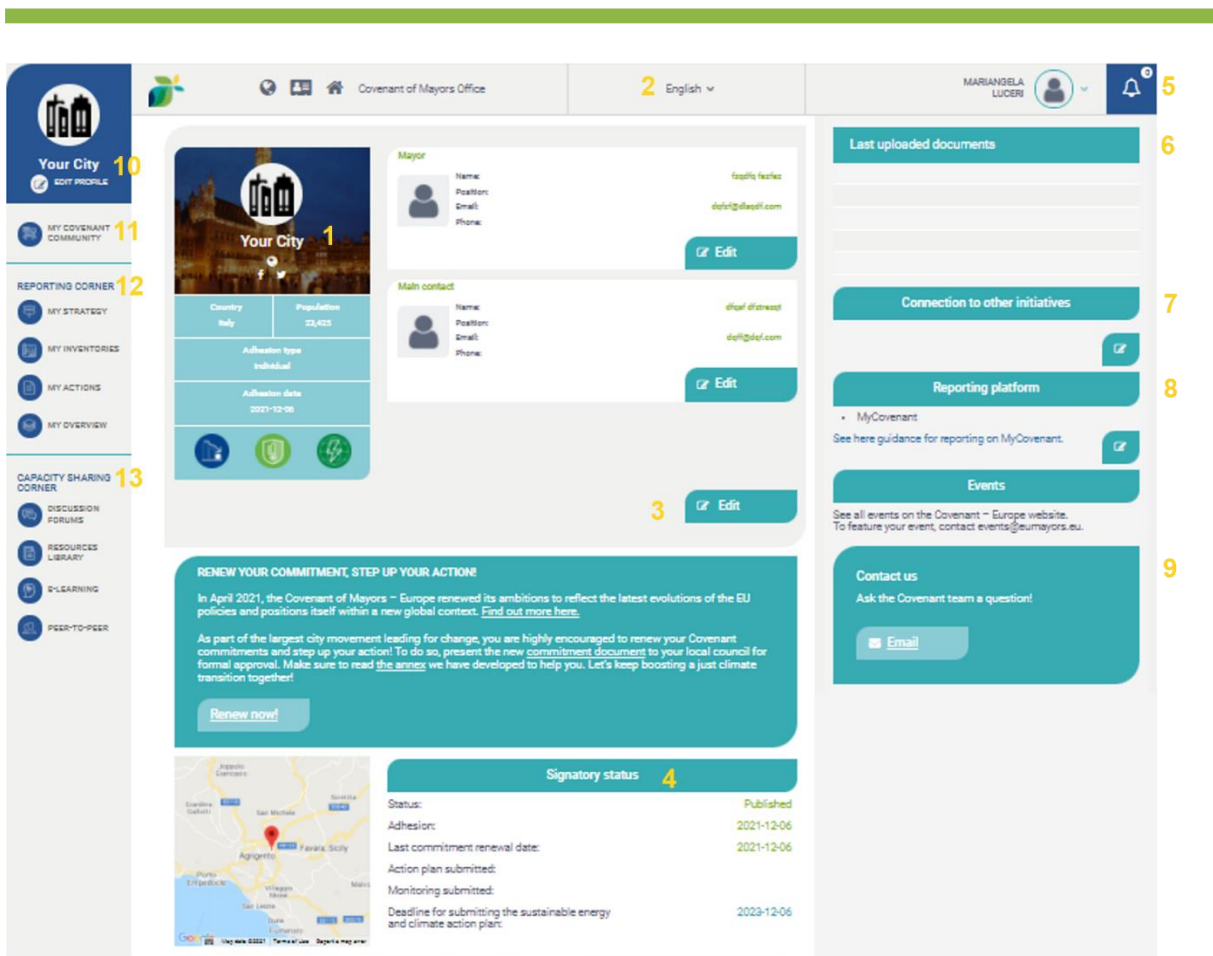
You can also find a series of video tutorials to help you filling in the online reporting template in MyCovenant:

-  [MyCovenant Tutorial #1 My Strategy](#)
-  [MyCovenant tutorial #2 Emission inventory](#)
-  [MyCovenant tutorial #3 Risks and vulnerabilities](#)
-  [MyCovenant tutorial #4 My Actions](#)

MYCOVENANT

Access to MyCovenant platform is restricted to registered Signatories, Coordinators and Supporters of the Covenant of Mayors - Europe Community.

THE DASHBOARD



The dashboard is divided into several sections, each with a numbered callout:

- 1**: City profile card showing 'Your City' with a building icon.
- 2**: Language selector (English).
- 3**: Mayor contact information (Name, Position, Email, Phone) and an 'Edit' button.
- 4**: Main contact information (Name, Position, Email, Phone) and an 'Edit' button.
- 5**: User profile (MARIANGELA LUCERI) and a notification bell.
- 6**: Last uploaded documents section.
- 7**: Connection to other initiatives section.
- 8**: Reporting platform section with a link to 'MyCovenant' and a link to 'See here guidance for reporting on MyCovenant'.
- 9**: Events section with a link to 'See all events on the Covenant - Europe website' and a link to 'To feature your event, contact events@eumayors.eu'.
- 10**: 'Your City' section with a 'EDIT PROFILE' button.
- 11**: 'MY COVENANT COMMUNITY' section.
- 12**: 'REPORTING CORNER' section with links to 'MY STRATEGY', 'MY INVENTORIES', 'MY ACTIONS', and 'MY OVERVIEW'.
- 13**: 'CAPACITY SHARING CORNER' section with links to 'DISCUSSION FORUMS', 'RESOURCES LIBRARY', 'E-LEARNING', and 'PEER-TO-PEER'.

At the bottom, there is a 'RENEW YOUR COMMITMENT, STEP UP YOUR ACTION!' section with a 'Renew now!' button, and a 'Signatory status' section showing a map of Agrirent and a table of status information.

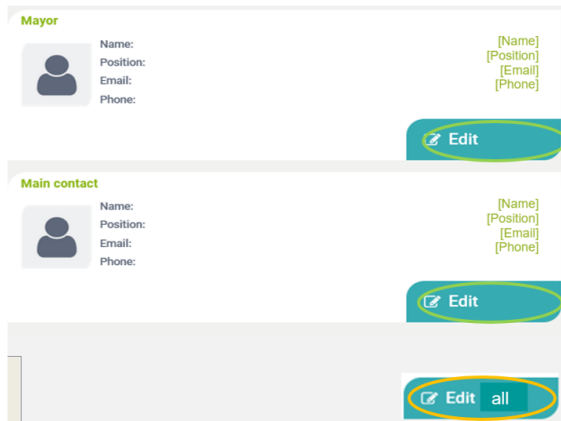
| Signatory status | |
|---|------------|
| Status: | Published |
| Adhesion: | 2021-12-06 |
| Last commitment renewal date: | 2021-12-06 |
| Action plan submitted: | |
| Monitoring submitted: | |
| Deadline for submitting the sustainable energy and climate action plan: | 2023-12-06 |

This is the dashboard of MyCovenant. Here, you have access to all the sections and features offered by the platform.

The dashboard shows the contacts associated with your organization (Mayor and Main Contact person), the achieved Covenant badges and your Covenant status. It also gives you access to your MyCovenant Community, the Reporting Corner and the Capacity Sharing Corner.

In the central part of the dashboard, you can find the basic information on your organization: country, population, the type of adhesion, and the contact details of the mayor and of the main contact person (1).

Remember that you can change the language of the platform at any time (2), selecting it among the 24 EU official languages.



The screenshot shows a form with two sections: 'Mayor' and 'Main contact'. Each section has fields for Name, Position, Email, and Phone. To the right of each section is an 'Edit' button. At the bottom of the form is an 'Edit all' button. A yellow arrow points from the 'Edit all' button to the text below.

By clicking the related **Edit** button (3), you can modify the contact profile of the mayor and the main contact person.

By clicking the **Edit all** button, you can add new contacts, and in case of staff changes, modify existing profiles or delete the obsolete ones. \$blue

Within the Covenant of Mayors – Europe initiative, signatories commit to cutting their GHG emissions (mitigation pillar), increasing their resilience to climate change (adaptation pillar) and tackle energy poverty (energy poverty pillar).

Once your local authority successfully submits an action plan, it is rewarded with the **Global Covenant of Mayor badges**, which are updated every time a milestone is reached.

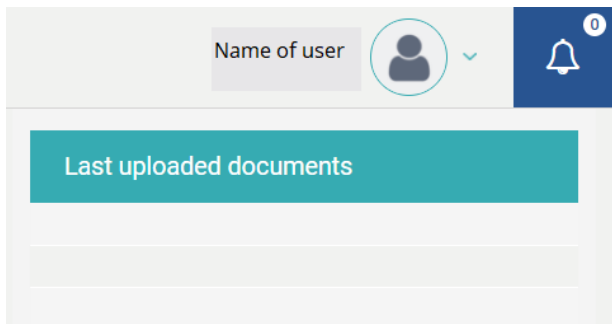
These badges are assigned in line with the [Common Reporting Framework](#) of the Global Covenant of Mayors.



(4) Here you can see your **Signatory status**, the latest submitted document and your next deadlines.

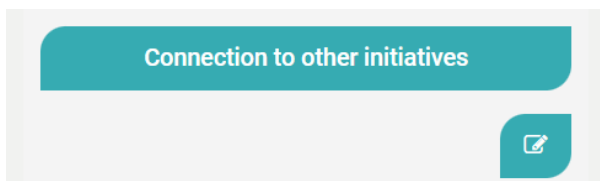
| Signatory status | |
|---|------------|
| Status: | Published |
| Adhesion: | 2016-09-29 |
| Last commitment renewal date: | 2016-09-29 |
| Action plan submitted: | 2021-07-23 |
| Monitoring submitted: | |
| Deadline for submitting the next monitoring report: | 2023-07-23 |
| Deadline for submitting the next monitoring emission inventory: | |

At the top-right of the dashboard you can:



(5) See all the automatic notifications received by your municipality.

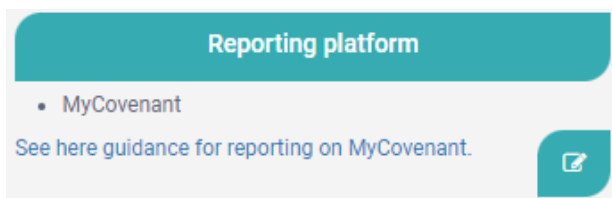
(6) Find the latest documents uploaded.



(7) By taking action to fight climate change, the European Union welcomes you in several EU initiatives, including the Covenant of Mayors – Europe. Here,


you can indicate your participation to other EU and International initiatives.

Your responses can be edited at any time after the registration, via your dashboard or in your signatory's profile



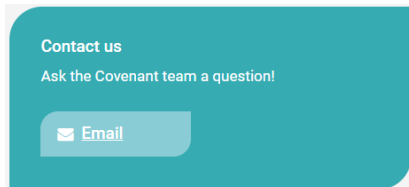
(8) As signatory of the Covenant of Mayors - Europe, your local authority automatically joins the [Global Covenant of Mayors](#) (GCoM).

The GCoM has two officially recognised reporting platforms, both aligned with the Common Reporting Framework:

-  MyCovenant
-  Unified Reporting System of CDP/ICLEI.

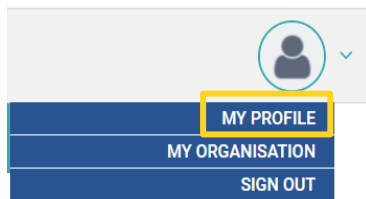
Here you can choose your reporting platform. You can change it at any time, we simply ask you to keep us informed.

Find out more on the 2 platforms in the dedicated [FAQs](#).



(9) Through the **Contact us** form you can send an email to the Helpdesk if you have any questions.

YOUR CONTACT PROFILE



My Profile refers to the contact details of the user. Part of the information provided is kept private and accessible only by the user and the Helpdesk via MyCovenant; the other part, upon your choice, is displayed on your [municipality's profile](#) in the Covenant of Mayors – Europe website to allow interested municipalities / stakeholders to get in touch with you and increase your visibility among the Community.

You can edit your contact information (name, position, phone number) and add your photo.

If you click “make public” your information will be made public on your municipality’s public profile.

Your profile is linked to 2 email addresses:

- Contact Profile email: this email is used for automatic notifications and newsletters
- User email: this email is used for your login. For changing it, please contact the Helpdesk: info@eumayors.eu.

Title: Please select

First name:

Last name:

Contact type Main contact

Organisation: MT test NOV group

Position:

Email: ☐ Make public

Phone: ☐ Make public

Mobile: ☐ Make public


Country Please select

The user email is used to authenticate you on the platform. Your confirmation of registration and your first-ti address so please ensure it is a functioning address. You can sign-in to MyCovenant through this user email credentials for your colleagues.


User email:


Preferred language: English

☐ I have read and I agree to the data policy.
[Download privacy policy document](#)

 **Save**

MY COVENANT PROFILE


User email: fedarene@gmail.com  **Change**

Password: *****  **Change**

Newsletter: ☒ **Subscribe**

English

Preferred language: English

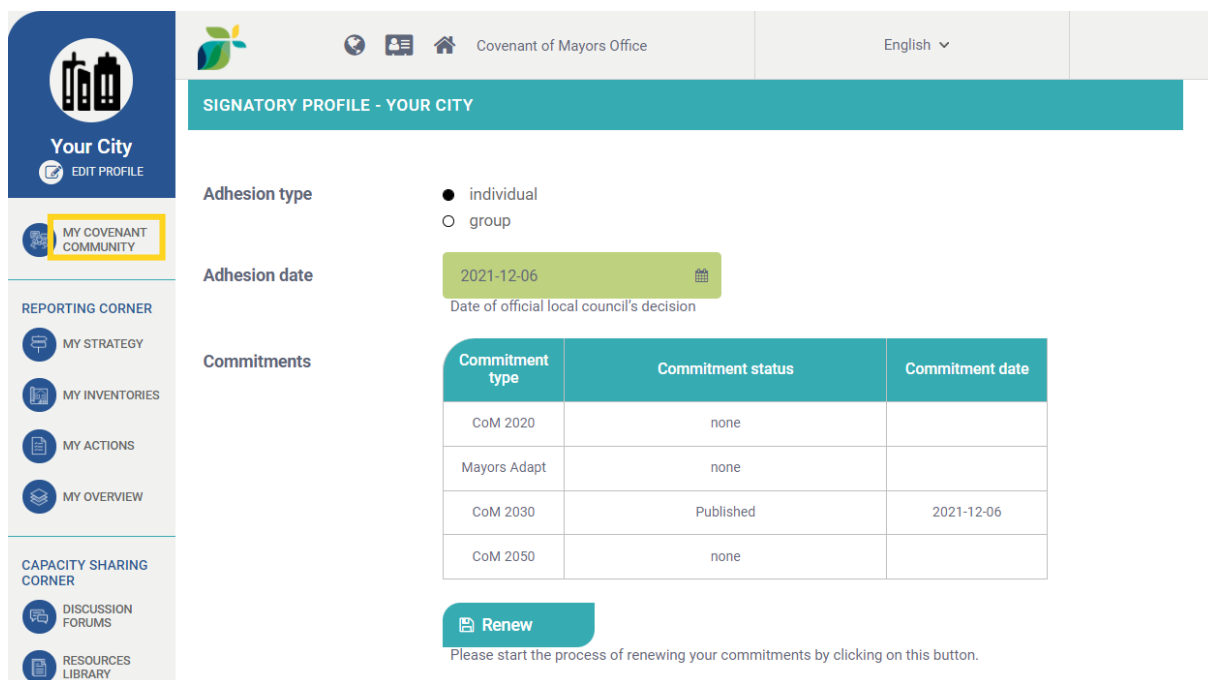
 **Save**

We kindly inform you that your data are shared with the Global Covenant of Mayors Secretariat on a regular basis in order to keep both your public profiles (on the [Covenant of Mayors Europe website](#) and on the Global Covenant of Mayors website) updated.

For further information, please check our [data policy](#).

THE SIGNATORY PROFILE

The **Signatory profile** includes relevant information on your local authority. You can access it by clicking on **Edit profile** (10) in your dashboard.



The screenshot shows the 'SIGNATORY PROFILE - YOUR CITY' dashboard. On the left is a sidebar with navigation links: 'Your City' (with an 'EDIT PROFILE' button), 'MY COVENANT COMMUNITY', 'REPORTING CORNER' (including 'MY STRATEGY', 'MY INVENTORIES', 'MY ACTIONS', and 'MY OVERVIEW'), and 'CAPACITY SHARING CORNER' (including 'DISCUSSION FORUMS' and 'RESOURCES LIBRARY'). The main content area displays the following information:

- Adhesion type:** Radio buttons for 'individual' (selected) and 'group'.
- Adhesion date:** A green box showing '2021-12-06' with a calendar icon and the text 'Date of official local council's decision'.
- Commitments:** A table with three columns: 'Commitment type', 'Commitment status', and 'Commitment date'.

| Commitment type | Commitment status | Commitment date |
|-----------------|-------------------|-----------------|
| CoM 2020 | none | |
| Mayors Adapt | none | |
| CoM 2030 | Published | 2021-12-06 |
| CoM 2050 | none | |

Below the table is a blue 'Renew' button with a circular arrow icon. Below the button is the text: 'Please start the process of renewing your commitments by clicking on this button.'


The table "Commitments" show the Covenant of Mayors steps:

- 🍃 **CoM 2020** aimed at signatories committing to mitigation targets to 2020. It is no longer possible to join this step.
- 🍃 The **Mayors Adapt** initiative no longer exists. Former Mayors Adapt signatories automatically joined the Covenant of Mayors – Europe when the two initiatives merged back in 2014.
- 🍃 **CoM 2030** refers to the Covenant of Mayors – Europe path launched in October 2015 (with a GHG reduction target of 40% by 2030).
- 🍃 **CoM 2050** refers to the latest Covenant of Mayors – Europe chapter launched on the 21st of April 2021 (with the objective of reaching climate neutrality by 2050). Learn more [here](#).

You can modify your municipality data (logo, background image, population data, area, etc.) at any time.


ORGANISATION PROFILE

Logo:



☒ Square
 ☐ Round

Background image:



☐ Show

Signatory name

The signatory name refers to the name of the municipality that is adhering to the Covenant of Mayors Europe

Website address:

Facebook address:

Twitter address:

Address:

☐ Make public

Street:

Zip code:

City:

Country:

Nuts level 3:

Find longitude and latitude

Longitude:

Latitude:


Save

RENEWAL OF COMMITMENT

Step up your ambition: Renew your commitments and join the 2050 Community!

For renewing your commitments and/or further increasing your targets click the **Renew** button.

For further information on the 2050 chapter, please check our [FAQs](#).



Your City
EDIT PROFILE

MY COVENANT COMMUNITY

REPORTING CORNER

MY STRATEGY

MY INVENTORIES


MY ACTIONS

MY OVERVIEW

CAPACITY SHARING CORNER

DISCUSSION FORUMS

RESOURCES LIBRARY



Covenant of Mayors Office


English ▾

SIGNATORY PROFILE - YOUR CITY

Adhesion type

☒ individual
☐ group


Adhesion date

2021-12-06 

Date of official local council's decision

Commitments

| Commitment type | Commitment status | Commitment date |
|-----------------|-------------------|-----------------|
| CoM 2020 | none | |
| Mayors Adapt | none | |
| CoM 2030 | Published | 2021-12-06 |
| CoM 2050 | none | |


 **Renew**

Please start the process of renewing your commitments by clicking on this button.

After clicking **Renew**, you are requested to upload the signed [commitment document](#) and define your mid-term and long-term targets for mitigation.


Commitment document(s):
Please upload the signed commitment document here.


| Document title | Commitment type | Make public | Language |
|--------------------|--------------------------|--------------------------|----------|
| adhesion form 2030 | 2030 Commitment document | <input type="checkbox"/> | de |
| adhesion form 2050 | 2050 Commitment document | <input type="checkbox"/> | de |




GHG reduction targets
Please update your targets.


Mid-term targets
The Covenant-Europe calls for the highest possible ambition in setting the mid- and long-term targets. Covenant signatories are strongly encouraged to reduce their GHG emissions by at least 55% by 2030 to be consistent with the EU objective.
[▶ more](#)

55 % by 2030 



Climate neutrality
In the long-term, signatories commit to climate neutrality by 2050. The current recommended minimum GHG reduction target, in line with IPCC, is 80%. This target will be aligned with the EU-wide target, once it is available.
☐ We commit to climate neutrality by 2050. We will define a GHG reduction target in line with the EU-wide target once it is available.
Should you already have a numerical climate neutrality target, please specify it.

80 % by 2050 

 **Save**

The Covenant - Europe invites Signatories to commit to reducing GHG emissions by at least 55% by 2030. In case Signatories cannot commit to such ambitious target, they can commit to a lower target but a reason is requested.

GHG reduction targets
Please update your targets.

Mid-term targets

The Covenant-Europe calls for the highest possible ambition in setting the mid- and long-term targets. Covenant signatories are strongly encouraged to reduce their GHG emissions by at least 55% by 2030 to be consistent with the EU objective.

[more](#)

54 % by 2030



Your target by 2030 is lower than 55%. What are the main barriers that prevent your municipality to set up a target as ambitious as the EU target? (multiple choice possible)

- ☐ Not considered a realistic target considering the local priorities and circumstances
- ☐ Lack of support from other levels of governance
- ☐ Lack of commitment from other local stakeholders
- ☒ Lack of capacity and/or expertise
- ☐ Absence of or unfavourable national policy and legislative framework
- ☒ Other

write year your reason

In the long term, Signatories shall commit to reaching climate neutrality by 2050. They shall commit to a minimum reduction of GHG emissions of 80% by 2050. If Signatories have not set their long-term target yet, they can define them on a later stage.

GHG reduction targets
Please update your targets.

Mid-term targets

The Covenant-Europe calls for the highest possible ambition in setting the mid- and long-term targets. Covenant signatories are strongly encouraged to reduce their GHG emissions by at least 55% by 2030 to be consistent with the EU objective.

[more](#)

55 % by 2030



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- ☒ We commit to climate neutrality by 2050. We will define a GHG reduction target in line with the EU-wide target once it is available.

Should you already have a numerical climate neutrality target, please specify it.

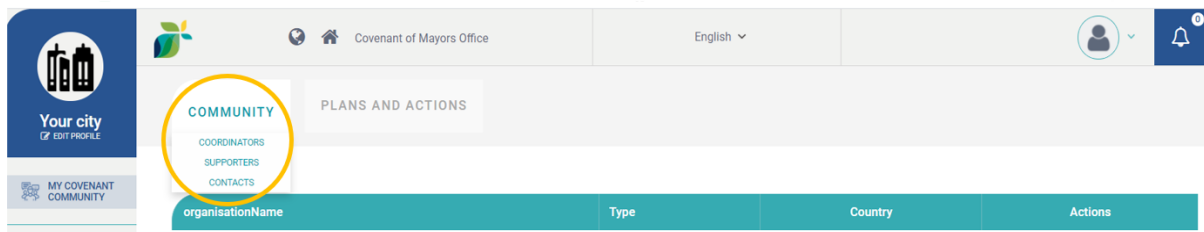
Save

Please save your data in order to submit your request.

Finally, click **Save** to submit your request. An automatic notification is received by the mayor and the main contact person when the request is processed by the Covenant of Mayors - Europe Office.

MY COVENANT COMMUNITY

In **My Covenant Community** (11) you can find the Covenant Coordinators and Supporters either associated with or supporting your local authority, if any. You can also add new Coordinators and Supporters at any time. Check the list of [Coordinators](#) and [Supporters](#).



NB: Connecting Coordinators to a signatory's profile allows them to [access data](#) and have an overview on the progress achieved by the signatory.

What are the ...?

Covenant Coordinators are national, regional and sub-regional public authorities that are in a position to provide strategic guidance, technical and financial support to Covenant of Mayors signatories in their territory.

Covenant Supporters are associations of local authorities, European networks, thematic local and regional agencies, and not-profit organisations with the capacity to promote the Covenant of Mayors and to mobilise and support their members and/or local authorities to attain the Covenant of Mayors - Europe objectives.

THE REPORTING CORNER



The **Reporting Corner** (12) allows you to access the online reporting templates.

The template shall be completed in English.

Please consult the [Covenant Reporting Guidelines](#) and the [Reporting Page](#) for further information.

DELAY REQUEST

The Covenant of Mayors – Europe Office recognizes the efforts of its signatories in being on track with their reporting requirements, as well as the difficulties and challenges they may encounter.

For this reason, signatories are entitled to request an extension of up to 9 months for the submission of their action plan / monitoring report. For further information, please check our [FAQs](#).

To submit a delay request, go to **My Overview** and click **Request delay**. Add the reason for the delay and the months needed and submit.

The request is automatically approved and an automatic notification with the new deadline is received by the main contact person(s).

Reporting templates

Click to select the reporting template you want to edit or view, hover over an incomplete status to see the detail: ● complete, ● incomplete, ● not applicable

| Reporting template | Pillars | Commitment Types | Submission | My strategy | My inventories | My actions | Status | |
|----------------------|---------|------------------|----------------------|-------------|----------------|------------|---------------|--------|
| Action Plan (Active) | | CoM 2030 | Deadline: 2022-10-29 | Incomplete | Incomplete | Complete | Not submitted | submit |
| Action Plan (Active) | | CoM 2020 | Deadline: 2014-9-3 | Incomplete | Incomplete | Complete | Not submitted | submit |

Add action plan

Add monitoring report

Click the request delay button to request a delay for your next template submission.

Request delay

DELAY REQUEST CONFIRMATION

Reason

Reason description

Select a number of months

Ok

Cancel

THE CAPACITY SHARING CORNER

The **Capacity Sharing Corner** (13) consists of 4 different sections for capacity building and interactions with the Covenant - Europe Community. Here, you can share your documents with the European Community and increase your knowledge on mitigation, adaptation, energy poverty and financing.



- 1) Where you can share experiences with your peers.
- 2) Where you can find a collection of relevant documents related to the activities of Covenant members.
- 3) Where you can follow our e - learning modules to increase your capacities on mitigation, adaptation, energy poverty (coming soon) and financing.
- 4) Where you can collaborate with other municipalities or gain experience from a mentor.

For further questions and assistance, do not hesitate to contact the Covenant of Mayors Helpdesk by email: info@eumayors.eu.

