



# **Guidance document for New European Bauhaus Policy National Contact Points**

Minimum standards and guiding principles for setting up  
New European Bauhaus National Contact Point

Version 1.0

## 1. Context

### 1.1. The New European Bauhaus initiative: beautiful, sustainable, together

The New European Bauhaus (NEB)<sup>1</sup> is a policy and funding initiative launched by the European Commission to translate the European Green Deal into tangible change on the ground that improves our daily lives. It brings about sustainable solutions to positively transform the built environment and lifestyles under the green transition, matching sustainability with good design. These solutions are meant to be simultaneously inclusive, accessible, and affordable for all while respecting the diversity of places, traditions, and cultures in Europe and beyond and promoting aesthetics and beauty.

The EU needs to stay the course on the goals set out in the European Green Deal. Building on what the New European Bauhaus has achieved over the past four years, the initiative needs to be further developed as an enabler of the green transition. NEB is part of a new plan for Europe's sustainable prosperity and competitiveness that wants to move towards engaging people beyond elections or politics, by mainstreaming citizen participation across the EU. As highlighted in the mission letters to the new College of Commissioners<sup>2</sup>, the key NEB priorities will include fostering innovation, promoting circularity, and advancing the use of bio-based materials. A significant focus will also be placed on housing and the built environment, helping to address Europe's housing challenges, including affordability and sustainability.

NEB will continue its work to bridge disparities and create thriving, inclusive communities. By embedding its vision into local and regional contexts, NEB aims to bring Europe closer to its citizens, while strengthening connections. Instead of applying the same solution everywhere, the NEB principle lies in understanding the individual needs of communities. NEB is defined by its openness to dialogue and adaptability, actively incorporating the views of various stakeholders into the process of design and implementation.

The initiative has already inspired a strong movement in the first four years of existence, with over 500 projects across the EU, more than EUR 500 million committed and a vibrant community of over 1,500 members uniting non-profit organisations, businesses, public authorities, NEB project holders, and National Contact Points, reaching several millions of Europeans. From 2025 onwards NEB will have its first-ever multiannual funding tool, anchored in the Horizon Europe Programme: the NEB Facility.

### 1.2. The NEB Facility

Endorsed by the Member States and adopted by the College on 20 March 2024<sup>3</sup>, the NEB Facility will be implemented from 2025 to 2027.

The NEB Facility is meant to bring a targeted, coherent, and strong policy answer to the transformation of European neighbourhoods with design for sustainability and inclusion. While the scope of the New European Bauhaus remains broader, the Facility is largely focused on transforming the built environment and people's relationship with that environment through research and the deployment of innovative solutions. It builds on and combines different funding instruments of the

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<sup>1</sup> [https://new-european-bauhaus.europa.eu/index\\_en](https://new-european-bauhaus.europa.eu/index_en)

<sup>2</sup> College of Commissioners 2024-2029

<sup>3</sup> See [https://ec.europa.eu/commission/presscorner/detail/en/ip\\_24\\_1572](https://ec.europa.eu/commission/presscorner/detail/en/ip_24_1572).

Commission and covers the full cycle of implementing solutions – from research and innovation to deployment.

The NEB Facility approaches the transformation of the built environment at the scale of neighbourhoods, understood as comprehensive residential systems in rural, peri-urban or urban areas where people live, socialise, and find services to meet a substantial part of their daily needs. Neighbourhoods are windows for immediate action, big enough to encapsulate the complexity of challenges at a local level, yet small enough to allow for the faster implementation and evaluation of innovative, people-centred solutions. To create a more harmonious relationship between the natural, social, and built ecosystems, emphasizing principles of sustainability, inclusivity, and aesthetics, the NEB Facility will support projects under three specific objectives:

1. Transforming places with communities, enhancing social acceptance of the green transition and democratic processes at a local level;
2. Supporting innovation, providing circular and regenerative solutions for the green transition in the built environment; and
3. Enabling change, exploring new business and funding models and developing skills to create favourable conditions for NEB solutions.

Anchored in the Horizon Europe Strategic Plan 2025-2027<sup>4</sup>, **the NEB Facility combines different sources of funding to reach its objectives**, building on two complementary components:

- A Research and Innovation (R&I) Component, **to develop novel solutions** aligned with the New European Bauhaus values and principles.
- A Roll-Out Component **to scale up, deploy, and implement NEB solutions** whose added value has already been demonstrated over the years.

The R&I component of the NEB Facility will cover fundamental research, testing, and demonstration of NEB solutions for the revitalisation of neighbourhoods in a way that supports a just green transition. It will be implemented through a dedicated part in the Horizon Europe “main” Work Programme for the period 2025-2027. It will be composed of three focus areas:

- **“Connecting the green transformation, social inclusion and local democracy”**, looks at the potential of the social sciences and humanities, the arts, culture, and design to further explore and experiment with the transformative potential of participatory practices and governance models that balance public and private interests. It also bolsters democratic values and inclusion through the involvement of communities in the design of public spaces and common goods in their neighbourhoods, which will also lead to wider social acceptance of the green, digital, and social transitions.
- **“Circular and regenerative approaches for the built environment”**, look at transforming the construction ecosystem from a linear to a circular and regenerative model by focusing on innovative materials and products (e.g. re-use, preparing for re-use, recycling, by-products, alternative sourcing of construction material, focusing on secondary sources), as well as circular and regenerative design and construction techniques (e.g., built environment as a

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<sup>4</sup> See [Horizon Europe Strategic Plan 2025-2027](#), pages 24-25

carbon sink, design for deconstruction, modularity, AI-powered design) also including arts, design and architecture considerations. It will also take into consideration that such transformations need to be applicable to social and affordable housing.

- **“Innovative funding and new business models for the transformation of neighbourhoods”**, explores entrepreneurial activity and innovative funding models, including for circular and regenerative business models, that mitigate the perceived risk associated with solutions in the built environment in support of NEB objectives.

The NEB Facility’s roll-out component supports the scale-up and deployment of innovative NEB solutions whose added value has already been proven. Over the past three years, the New European Bauhaus has embraced a demonstrative approach. It has given visibility and support to transformative ideas that are aimed at changing people’s everyday lives and living spaces by bringing together beauty – or quality of experience – sustainability, and social inclusion. Many of those ideas have already positively impacted neighbourhoods across the EU, notably in the context of the lighthouse demonstrators, and successfully demonstrated the strength of the NEB approach.

The **Roll Out component of the NEB Facility aims at achieving change at a broader scale** by supporting NEB solutions to:

- Sustain best practices in the long-term (e.g. community-led actions);
- Adapt, multiply and replicate good practices; and
- Scale-up (expanding application, increase market share, broader range of beneficiaries or stakeholders involved).

The NEB Facility roll-out requires continuing and deepening the work with the different EU funding programmes – including with the Managing Authorities and beneficiaries of programmes under shared management – by enabling the publications of NEB calls at European, national, and regional level.

### 1.3. NEB policy National Contact Points mission

In October 2022, a network of NEB National Contact Points (NCPs) was established. Each Member State was invited to appoint a New European Bauhaus (NEB) NCP. These NEB Policy NCPs have been crucial in providing feedback, sharing information, and connecting national and lower levels with the initiative. The Policy NCPs at the national level play a vital role in bridging the gap between the European and national governments and are responsible for co-developing and implementing the NEB Initiative's objectives and actions in the EU Member States.

The Commission views NEB Policy NCPs as important partners of the Commission Services and its Executive Agencies in implementing the New European Bauhaus at national and local levels. They serve as ambassadors for the initiative at the national level and are key points of contact for stakeholders interested in the New European Bauhaus.

Now that the NEB initiative has grown, matured, and is moving to the next phase with NEB Facility implementation starting in 2025, it is important to anchor the actions of the Policy NCPs. It is also a way to distinguish the roles of the NEB Policy NCPs and the NEB R&I NCPs that have been established in the Horizon Europe programme, and who will guide the Horizon Europe R&I calls.

While the NEB R&I NCPs<sup>5</sup> will focus their work on the NEB Facility and the built environment through Horizon Europe, the NEB Policy NCPs will continue to work on the whole NEB portfolio.

## 2. Key principles and minimum standards for establishment of an NCP

For national NEB Policy NCP structure:

- a. The NEB Policy NCPs will be established, operated and financed under the responsibility of the Member States. While acknowledging different national circumstances, the relevant national authorities will ensure compliance with these minimum standards and guiding principles, including sufficient administrative capacity and performance monitoring.
- b. Member States may adapt and extend the NEB Policy NCP structure to national/regional circumstances.
- c. Robust rules for ensuring confidentiality and for avoiding conflicts of interest should be established, in accordance with national law. Following the national law, systems should be in place to ensure that confidential information that comes into the possession of the NEB Policy NCPs is treated accordingly.
- d. A New European Bauhaus dedicated website will be established by the relevant national authority in every country, building on existing websites when appropriate. The website will include relevant EU visual identity, essential references, and clear links to all the relevant national support services (which may themselves be subject to distinct websites). The Commission will ensure that the NEB website provides direct links to the national websites.
- e. The Commission will facilitate the organisation and operation of the NEB Policy NCPs, provide coordination and training where necessary, and help ensure compliance with the minimum standards and guiding principles.
- f. The Commission will ensure support for the NEB Policy NCPs inter alia through regular meetings, calls as well as training and coaching. The Commission will also facilitate trans-national cooperation between the NEB Policy NCPs and NEB R&I NCPs.

For each NEB Policy NCP:

- g. The work of NEB Policy NCPs has to be guided by the principles of transparency and equal access and should be independent and not be partial to the interests of individual stakeholders.
- h. NEB Policy NCPs should be supported within their respective host organisations or by their national authorities in terms of staff and equipment (e.g. IT) to a level commensurate with the scope of the mandate, and the size of the potential constituency.
- i. The NEB Policy NCP service should be accessible by e-mail and phone.
- j. NEB Policy NCPs should be fully conversant with the objectives, principles, and content of the NEB Initiative. NEB Policy NCPs should at least be aware of opportunities provided by the NEB Initiative across relevant programmes on the EU and national or lower levels and be familiar with the appropriate sources of advice for the concerned programme in their country (e.g. NEB R&I NCP, Managing Authorities, etc.).

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<sup>5</sup> The role and tasks of the NEB R&I NCPs are defined in the [Minimum standards and Guiding principles for setting up systems of National Contact Points \(NCP systems\) under Horizon Europe](#). The most up-to-date list of NEB R&I NCPs with contacts is published on the [EU Funding & Tenders Portal](#).

- k. In line with the collaborative nature of the NEB Initiative, NEB Policy NCPs should be ready to participate actively in transnational networks. They may act as trainers for other NCPs or trainees.
- l. NEB Policy NCPs should be good communicators and facilitators, and be able to adapt methods as necessary, considering the diversity of actors that are included in the implementation of the NEB Initiative or its parts (e.g. NEB Facility).

### 3. Core functions of NEB Policy NCPs

NEB Policy NCPs will form an essential component of the implementation of the New European Bauhaus Initiative at national and lower levels. They will have a key role in promoting the initiative, disseminating the knowledge produced, being the link between the NEB Initiative's steering on European and national levels and facilitating the NEB Facility's implementation on the national level.

Below are the different roles envisioned for the NEB Policy NCPs.

#### 3.1 Inform and raise awareness

- Disseminate general and specific information and documentation on the New European Bauhaus Initiative, including policy developments, funding opportunities, events, conditions for participation in the NEB Community and other relevant information.
- Organise information and promotional activities – in liaison with the Commission services when appropriate - e.g. info-days, seminars, conferences, newsletters, websites, brokerage events, fairs, etc.
- Support NEB Community members and beneficiaries of NEB projects financed by the dedicated NEB funding calls from centralised EU programmes and dedicated funding provided on national and lower levels.

#### 3.2 Assist, advise and report

- Promote membership in the NEB Community and its benefits. Provide guidance regarding the application process to become a member of NEB Community (application for a status of NEB Partner or NEB Friend) to (potential) applicants.
- Have an overview<sup>6</sup> of the NEB-related opportunities in the EU programmes and the different support structures or services responsible for the applicant support.
- Redirect potential applicants to the NEB-related opportunities to the right support services when applicable (e.g. Horizon Europe NCPs) that will be able to provide the relevant support to future applicants.
- Connect and bring together NEB stakeholders on a national level to facilitate knowledge exchange, networking, and collaboration.
- Collect and organise information on the state of play of the New European Bauhaus Initiative in the country, including information on national legislative processes<sup>7</sup> and NEB-related activities, including projects, good practices, and funding mobilised for NEB-related activities on national and lower levels and report about it to the relevant national service and European Commission upon request. European Commission will

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<sup>6</sup>It doesn't entail that NCPs need to have detailed knowledge about each NEB-related funding program, but a general overview and knowledge on where to find more information and support for project application.

<sup>7</sup> The legislative processes relevant to monitoring and collecting information are those that directly translate the NEB framework into legislation. NCPs are not expected to monitor legislation processes linked to the policy field related to NEB (e.g. construction, housing, etc.). An example of legislation that is relevant for monitoring is the Spanish Law on Quality in Architecture.

request this update through an invitation to the NEB Policy NCPs to update the country pages once per year.

### 3.3 Collaborate and co-create

- Establish working relations with relevant services and structures on a national level by fostering horizontal, cross-sectoral, and interdisciplinary approaches with the aim of steering the NEB Initiative on a national level.
- Engage and exchange with public authorities, NEB R&I NCP, NEB Community members and other identified stakeholders to include them in co-creation activities on European, national and/or regional levels.
- In dialogue with relevant national services and structures advocate for developing funding opportunities on national or lower levels that contribute to the NEB Facility's aim and objectives. Contribute to relevant national policy-making processes with the aim of mainstreaming NEB into policy frameworks, sectoral policies and other relevant documents on national and lower levels where and when possible.
- Co-create the NEB Initiative on the European level by transmitting needs, requests and positions between national and European levels.

### 3.4 Learn, network, and build capacity

- Identify NEB-related best practices from national and lower levels and share them with other NEB Policy NCPs.
- Organise activities to address the needs of the NEB Community, services, and other stakeholders on national and lower levels in line with available resources.

## 4. Cooperation between NEB Policy NCPs and Commission services

Direct contact between the Commission and the NEB policy NCPs shall be ensured to facilitate good communication and ensure a high level of support to NCPs.

The Commission will:

- a. Establish and use efficient, up-to-date information channels (meetings, mailing lists, newsletters, webinars, alerts, and newsfeeds) between the Commission, and the NEB Policy NCPs.
- b. Invite NEB policy NCPs to regular online meetings on different topics, and calls and chair the meetings.
- c. When possible, organise a physical meeting of NEB policy NCPs during the ongoing EU presidency. If the meeting cannot be organised in a hybrid mode, the agenda of the meeting should not include decision-making processes. All information presented at this kind of meeting must be shared in written format with all NEB Policy NCPs at the latest two days after the meeting takes place. The meeting will be preferably aligned with the meetings of the European Directors of Architecture (EDAP).)
- d. Provide communication materials on the NEB Initiative for further adaptation and distribution by NEB Policy NCPs.
- e. Support NEB Policy NCPs structures during their activities and events when possible.
- f. Share with the NEB Policy NCP a list of the number of applications to NEB calls and the list of project winners in the respective country.

- g. Provide training for newly appointed NCPs in order to facilitate the understanding of the NEB initiative and of their missions.
- h. Provide NEB Policy NCPs with information, as in advance as possible, on all NEB initiatives, opportunities and calls, including those from different funding programmes of the Commission.

## 5. Nomination process

In appointing NEB Policy NCPs, it is important to avoid situations that could later give rise to potential conflicts of interest, particularly where the host organisation of an NEB Policy NCP may itself become an applicant in a proposal or use its NCP status to gain or grant undue advantage. Confirmation in writing that the appointed NEB Policy NCP has read and accepted these minimum standards, and in particular the sections on confidentiality and avoidance of conflict of interest, must be included in their appointment letter and transmitted to the Commission by electronic means.

On behalf of the relevant national authorities, the Permanent Representations should send (only electronically) the appointment letter of the NCPs to the Head of Unit of the JRC B.4 unit of the Joint Research Centre (with the template filled in appropriately), via the FMB JRC-New-European-Bauhaus@ec.europa.eu. This letter will include the names and contact details (address, telephone, organisation, email coordinates, etc.) of the appointed NEB Policy NCP.

Any subsequent changes of the appointed NCPs should be communicated in the same way. However, changes in contact details can be sent to the JRC B.4 via the FMB JRC-New-European-Bauhaus@ec.europa.eu. The template is provided in Annex I.

## 6. Confidentiality

A written declaration from the relevant national authority will be required by the Commission, confirming that the measures in accordance with national law are in place with regard to the handling of any confidential information, (e.g. the outcome of call evaluations).

## 7. Conflict of interest

a. NEB Policy NCP must satisfy the requirements for avoidance of conflicts of interest between their NEB Policy NCP activities and the rest of their professional activities. In all circumstances, NEB Policy NCP must act to avoid any real or perceived conflict of interest and ensure that they provide equal treatment to all stakeholders.

b. NEB Policy NCPs will not be appointed as proposal evaluators or ‘observers’ in proposal award procedures of EU-funded dedicated New European Bauhaus calls<sup>8</sup>.

c. Special rules apply for the participation of an NEB Policy NCP in a proposal or in a project. In this context “participation in a proposal or in a project” means a named NEB Policy NCP identified as either carrying out the activities or in an advisory or supporting role (e.g. project advisory board).

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<sup>8</sup> [https://new-european-bauhaus.europa.eu/get-involved/funding-opportunities\\_en](https://new-european-bauhaus.europa.eu/get-involved/funding-opportunities_en)

NEB Policy NCPs, acting in that capacity, shall not provide letters of support or similar documents in relation to specific proposals.

d. An NEB Policy NCP must not participate in a proposal or in a project in relation to the EU-funded dedicated New European Bauhaus calls unless, in exceptional circumstances, the Commission allows such participation, due to the specific nature of a given call (e.g. European Partnerships, dedicated CSAs for transnational cooperation between NCPs, etc.).

e. If a host organisation does act as an applicant, mitigating measures should be established within the institution if necessary (e.g. "firewalls" between the departments involved in submitting proposals, and those responsible for the NEB Policy NCP function)<sup>9</sup>. In practice, if an NEB Policy NCP participates in a proposal or in a project in relation to the NEB Initiative, the host organisation must inform the Commission as soon as they start preparing the proposal (via written declaration) of the intended involvement of the NCP, describing the mitigating measures within the institution, and confirming that the necessary measures are in place.

f. An NEB Policy NCP may participate in an advisory or supporting role in a project, once grant preparation has started.

In case an NEB Policy NCP or a host organisation does not comply with the provisions of this section, it will be requested to withdraw from the proposal/action. Non-compliance may also lead to the consequences set in Articles 136 and 141 of the Financial Regulation (e.g. exclusion or rejection of a person or entity from participating in an award procedure or in an application/action).

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<sup>9</sup> This is not applicable to calls for proposals targeted at NCPs themselves (e.g. transnational networks).

## Annex 1 – NEB Policy NCP appointment / NEB Policy NCP appointment changes form

Salutation	Choose an item.
First name	Click or tap here to enter text.
Family name	Click or tap here to enter text.
Position title	Click or tap here to enter text.
Department	Click or tap here to enter text.
Institution / organisation	Click or tap here to enter text.
Country	Click or tap here to enter text.
Address	Click or tap here to enter text.
Post code	Click or tap here to enter text.
City	Click or tap here to enter text.
Work phone (including country code)	Click or tap here to enter text.
Mobile phone (including country code) <sup>10</sup>	Click or tap here to enter text.
Official e-mail address	Click or tap here to enter text.
Alternate e-mail address (if available)	Click or tap here to enter text.
NEB Policy NCP website address	Click or tap here to enter text.

### Confidentiality declaration

We, [*Name of National Authority*], being the relevant national authority responsible for [*Country*] NEB Policy NCP, hereby declare that we have established and implemented measures in accordance with [*national law/regulation*] to ensure the confidentiality and security of sensitive information, including the outcome of call evaluations.

Date: Click or tap to enter a date.

Signature: \_\_\_\_\_

<sup>10</sup> For internal use of the European Commission only. This information will not be published.