**Road Map for Implementing [Measure]**

**[name of your city]**

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| **Steps**  | **Activity** | **Responsible Person/Department**  | **Timeframe**  |
| Raising awareness / Stimulating local commitment |   |   |   |
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| Baseline Study / Understanding current situation in the city |   |   |   |
| Stakeholder mapping and identifying formats for engagement |   |   |   |
| Creating a task force on global agendas |   |   |   |
| Developing an action plan |   |   |   |
| Synchronising activities with national agendas and strategies |   |   |   |
| Setting up a business model (financial resources) |   |   |   |
| Monitoring and evaluating progress |   |   |   |
| Capacity development and best practice promotion |   |   |   |