The Implementation Guide

Toolbox for empowering just transitions in cities

FEM.GREEN

FEM●GREEN

Empowering just
transitions in cities

Vol. 03/04: The Implementation Guide

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Edition: September 2025

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01

INTRODUCTION

FEM.GREEN was created with the aim of aligning two key perspectives and agendas in the definition and management of contemporary European cities: the feminist agenda and the agenda of climate change mitigation and adaptation. The dialogue between these two agendas is a necessary factor for achieving a just urban transition in European cities.

The project addresses this challenge by generating spaces for dialogue, shared learning, and non-formal education among people interested in the FEM.GREEN approach, with the goal of fostering community empowerment and building a more informed and engaged European citizenry. The project has collaboratively gathered, together with professionals, citizens, and administrations, data, facts, good practices, tools, and key aspects for a fairer urban transition.

FEM.GREEN goes beyond sustainability; it is rooted in justice, inclusion, and the transformation of urban design to truly reflect the diverse needs and voices of society.

The FEM.GREEN toolbox systematises the insights and conclusions generated through an international peer-to-peer exchange and reflection process. Drawing on the experience of a community of over 150 professionals and engaged individuals from around the world, it brings together key ideas, topics, and strategies that shape the FEM.GREEN framework. It also compiles resources and tools used in best practice cases to promote and influence a green and feminist transition in cities.

02

LOCAL IMPLEMENTATION GUIDE

This guide is a tool to incorporate the FEM.GREEN perspective into your city if you want to take action and involve all citizens in a just urban transition.

WHY INCORPORATE THE FEM.GREEN PERSPECTIVE IN YOUR CITY?

Cities face the challenge of adapting to the impacts of climate change while also mitigating its effects by reducing their contribution. It is also well known that these impacts are unevenly distributed across the population, affecting vulnerable groups more severely and deepening existing inequalities.

To build sustainable and just cities that leave no one behind, it is essential to address both the climate agenda and the feminist agenda, and to establish a committed dialogue between them.

General objectives and expected results

DISSEMINATE AND IMPROVE

Share knowledge and proposed framework to enrich the process by incorporating new learnings.

DIALOGUE AND DIAGNOSE

Identify challenges and opportunities for a just urban transition within a context involving key stakeholders.

PRACTISE AND LEARN

Empower interested people through collaborative work in the urban transition.

2.2   WHO CAN DO IT?

The results and methodologies of the FEM.GREEN project can be used by different social sectors engaged in the just urban transition. The project invites anyone interested in becoming an active part of the present and future of their cities to participate. It is especially enriching when different sectors are involved and dialogue takes place among them.

A. PUBLIC SECTOR

Public administration staff with competencies in the selected urban context.

⊘ Why is it relevant?

→ Incorporating lessons learned into public policies with real transformative potential.
→ Promoting participatory and co-design spaces with the population.
→ Establishing direct contact with citizens and the urban context.

⚲ Key considerations

→ Participate in spaces with respect, even when interventions are critical of the administration's actions and policies.
→ Communicate transparently and honestly about how results will be used and the commitments involved.
→ Avoid conflicts of interest.

⚙ Roles they may assume

→ Leadership and organisation of activities.
→ Participation as experts in presentations, discussions, workshops, etc.
→ Providing open data, information, and logistical support for hosting events.

B. CITIZENS

Especially individuals and organised groups from the chosen urban context. People not belonging to any organisation but personally interested in the topic are also welcome.

⊘ Why is it relevant?

→ Sharing knowledge and fostering peer-to-peer learning.
→ Encouraging self-organisation and community action.
→ Engaging in an inclusive urban transition and taking an active role.

⚲ Key considerations

→ Different groups may have diverse ways of working, knowledge levels, and interests.
→ To ensure participation and horizontality, it will be necessary to agree on methodologies, adapt language, and communicate key concepts so that all participants share a more balanced starting point.
→ Defining internal or external moderation roles can help facilitate the process.

⚙ Roles they may assume

→ Leadership and self-organisation of activities.
→ Active participation in presentations, discussions, workshops, etc
→ Participation in non-formal education spaces.

C. ACADEMIA

Universities, training spaces, students, and academic projects.

⊘ Why is it relevant?

→ Sharing knowledge with students and people in training.
→ Innovating in curricula and pedagogical methodologies.
→ Connecting academic institutions with their urban contexts.

⚲ Key considerations

→ Acknowledge the limits of transformation within academia and communicate commitments honestly and transparently.
→ Avoid unfair competition with professional practice and do not exploit citizens or their situated knowledge.

⚶ Roles they may assume

→ Faculty and researchers: Leadership and organisation of activities; participation as experts in presentations, discussions, workshops, etc.; providing advice on results.
→ Students: Leadership and self-organisation of activities; active participation in presentations, discussions, workshops, etc.

D. PROFESSIONALS

Mainly those working in inclusive urban transition (sustainability, climate change adaptation and mitigation, urban design, feminism, etc.).

⊘ Why is it relevant?

→ Applying lessons learned to professional practice to improve projects, services, and results.
→ Strengthening corporate social responsibility.
→ Improving work dynamics and enhancing the positive impact of professional activities.
→ Supporting innovation and continuous learning.

⚲ Key considerations

→ Ensure the group's and project's general interest, in line with the FEM.GREEN approach.
→ Do not use results for personal benefit, commercialisation, or commodification.
→ Practise active listening and contribute generously.
→ Use materials in accordance with licensing and intellectual property rights.

⚶ Roles they may assume

→ Leadership and organisation of activities.
→ Participation as experts in presentations, discussions, workshops, etc.
→ Providing advice on results.

2.3 HOW IS IT DONE?

● DISSEMINATE AND IMPROVE

◇ Specific objective

Share the FEM.GREEN approach and the proposed framework with the local community.

⊘ Results

Sharing knowledge and the proposed framework to enrich the process by incorporating new learnings.

☰ Step-by-step

A. Event: open space for sharing the framework and fostering dialogue.

A.1 Identify the information to be shared and the target audience. Select the information and results to be shared and organise them into a document (presentation, infographic, audiovisual, etc.) with content, language, and depth adapted to the intended audience.

Audience options

a. Open event for the general public: Open call using multiple communication channels to reach a wide variety of profiles. The venue should be inclusive and welcoming so that many people feel comfortable.

b. Open event but for a specialised audience: Open call using communication channels that target the intended audience (e.g. professionals in a specific field). The venue should be a reference point for that sector. Different specialised groups can be selected.

c. Closed event for a specific audience: Personal invitation to selected individuals, organisations, or collectives. The choice of venue is less relevant, but it should be a neutral and welcoming place for all invitees.

Example Valencia Workshop
The option of an open event for a specialised audience was chosen, focusing on professionals in urban design—mainly architects and urban planners—as well as activists working on territory, city, and sustainability issues. The open call was combined with direct invitations, and the venue chosen was the Col·legi d'Arquitectes de València (Valencia Association of Architects), which also allowed for collaboration with the institution.

DIALOGUE AND DIAGNOSE

◇ Specific objective

Applying the FEM.GREEN perspective and framework to a specific local context

⊘ Results

Identify challenges and opportunities for a just urban transition with key stakeholders.

≔ Step-by-step

A. Research: data, background, stakeholder mapping.

A.1. Collect open data, results, and available indicators in the city, mainly related to climate transition and environment, social inequalities, and feminism.

A.2. Gather projects, actions, public policies, and good practices in the city linked to FEM.GREEN topics.

A.3. Identify key stakeholders (public sector, private sector, citizens, academia, others) who may be directly involved in or interested in the city's just urban transition.

B. Conversations: Dialogue and active listening with key stakeholders on FEM. GREEN topics

B.1. Selecting stakeholders according to interest, relevance, and availability. Call for participation.

Options for grouping stakeholders
1. By working on the same themes (content affinity) with different positions, e.g. people from administration and the private sector (diversity of roles and power).
2. By having similar positions (affinity of roles and power), e.g. only people from the administration or only citizens, but working on different topics (diversity of content).

Good practices for the call
→ Choose a relevant and well-known venue with easy access (public transport, cycling, walking)

Example Valencia Case
Two closed, thematic conversations were designed, and participants were selected according to their expertise and involvement in the topic. People from different roles participated, such as administration staff and private sector representatives.

and universal accessibility.
→ Offer different time options to support work-life balance.
→ Facilitate dialogue with translation, clarifications, and other mechanisms if participants speak different languages or have different knowledge levels.
→ Provide financial compensation or a certificate of attendance if needed.

B.2. Designing and moderating conversations
Examples of key questions

→ Challenges for [city/territorial context] related to the topics, sub-topics, and strategies identified in the FEM.GREEN project in the international context.
  ● What are the main challenges we face in [city/territorial context] to achieve a green transition that is also feminist and just?
→ Specific experiences and opportunities in the city that could serve as a basis and reference for building a FEM.GREEN transition in [city/territorial context].
  ● Which institutional and community initiatives or experiences in our context do you find inspiring?
  ● Where do you identify transformative potential? What opportunities do you see linked to [city/territorial context]?
→ Tools, limits, and alliances you consider essential for local communities in the transition process.
  ● Which tools do you consider most effective for empowering local communities in this process?
  ● Which alliances do you consider strategic for this empowerment process?
  ● What are the main limits or threats you identify?

Good practices for moderation
→ Share the agenda in advance so participants can prepare and feel confident.
→ Begin with participant introductions to create a welcoming atmosphere.
→ Provide a brief introduction to key concepts and, if necessary, printed materials or resources to support participants' understanding.
→ If recording audio, photos, or video, inform and ask for participants' consent.
→ Launch the questions and allow participants to speak, individually and among themselves, fostering as much autonomous dialogue as possible.
→ Subtly guide the conversation when needed and manage speaking time to ensure everyone contributes.
→ Summarise the most relevant aspects at the end and close with thanks for participation.
→ Document the content through notes, transcripts, photos. Treat sensitive information anonymously.

C. Documentation: Collecting and synthesising results

The information gathered from research and conversations (A and B) can be compiled and synthesised in a clear, concise, and accessible document. This document can be shared with participants and stakeholders. Its aim is to influence the urban transition and the actions led by local administrations, community groups, academia, and the private sector.

Suggested structure
1. Selected city/territorial context
  ● Basic context data
  ● FEM.GREEN data and indicators
  ● Main features linking the context to the FEM. GREEN framework

2. Results obtained
  ● Challenges identified in each topic (Vol. 01: The Topics)
  ● Inspiring practices and local opportunities for a just urban transition

3. Key aspects for community empowerment
  ● Existing and needed community resources
  ● Limits, tensions, threats, and key considerations

Good practices for documentation and dissemination
→ Summarise and synthesise information without losing contextual details that add value.
→ Include results, images, and graphic resources considered relevant, citing sources or collection spaces, and only when permission has been granted.
→ Use accessible language; if highly technical language is required, add descriptions or clarifications to aid understanding.
→ Share documentation directly with participants and stakeholders, and host the document in an open-access space for anyone to consult.
→ Identify authorship, participants, year of publication, and sources of funding.

⬤ PRACTISE AND LEARN

Practising the FEM.GREEN tools with engaged participants to transform a context.

Empowering interested people through collaborative work in the urban transition.

A. Workshop: collaborative sessions to learn about and practise the FEM.GREEN Toolbox.

A1. Select a specific urban context

Choose a neighbourhood/area of the city considered strategic for the work. It may be strategic for different reasons:
→ It offers opportunities for an inclusive urban transition.
→ It is representative of the wider city.
→ It has an active community engaged in urban transition or a reference space.
→ There is prior knowledge of the area, stakeholders, and available resources.

Within the chosen area, select a few specific points (exercises) where interventions could be tested to advance a just urban transition. To support this selection, consult the sub-themes and strategies in the document Vol. 01. The Topics.

A2. Select and invite the participating community
Invite the community to take part: neighbourhood stakeholders, other interested people from the city, and key stakeholders linked to the topic or area. Refer to the good practices for audience selection outlined in previous sections.

Example Valencia Workshop
The neighbourhood of Aiora was chosen because of the presence of a Civic Centre, an engaged community, and a standard urban morphology in Valencia that could be representative of other neighbourhoods. Three urban cases were selected: a highly used neighbourhood park, a major street dominated by car traffic, and an underused open inner block courtyard.

A3. Design the learning methodologies used
Select the methodologies to be applied in the workshop. This step requires reflection and technical knowledge of participatory methods.

Main objective of the workshop: to introduce FEM. GREEN Topics and the FEM.GREEN Toolbox and practice them collectively with a concrete urban case. Participants should then apply these learnings to their professional practice or civic activism. Relevant participatory methodologies can be found in Vol. 02. The Tools.

Proposed workshop structure
[used in the Valencia case]
1. Introduction to key concepts and welcome.
2. Organisation of participants into groups. Each group is assigned an urban case and given the necessary materials, documentation, and information.
3. Group exercise 1: Explore the neighbourhood and the assigned urban case. Methodologies: exploratory walk, mapping, participant observation.
4. Group exercise 2: Debate and work with the tools. Discuss in groups which transformations could take place in the space and select the FEM.GREEN Toolbox tools that could be applied to the participatory urban transformation process.
5. Joint sharing of conclusions and group learnings.
Note: All exercises included facilitation and active moderation by the technical team. If carried out in

a self-organised peer-to-peer setting, moderation roles should be assigned within each group to manage time and group dynamics.

A4. Prepare materials and organise the event
Materials may include:
→ Plans and images of the selected urban context (with relevant data and information if available).
→ Workshop guide with explanations of exercises, timetable, and objectives.
→ Vol. 01. The Topics.
→ Vol. 02. The Tools
→ Sheets, markers, stickers, post-its, etc.

Good practices for organising the event
→ If prior registration requires personal data, comply with relevant data protection legislation.
→ Venue selection: check all considerations outlined in previous sections.
→ Plan breaks and informal spaces for participants to meet and talk.
→ Offer healthy, locally sourced food and drinks during breaks to restore energy.
→ Prepare an anonymous evaluation form so participants can give feedback and suggestions for improvement.
→ Document the session with images and notes. Request consent if audio or video recording is used.
→ If a results document is produced, ensure it is shared back with participants.

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