

MobiliseYourCity

Training Materials Catalogue

2022



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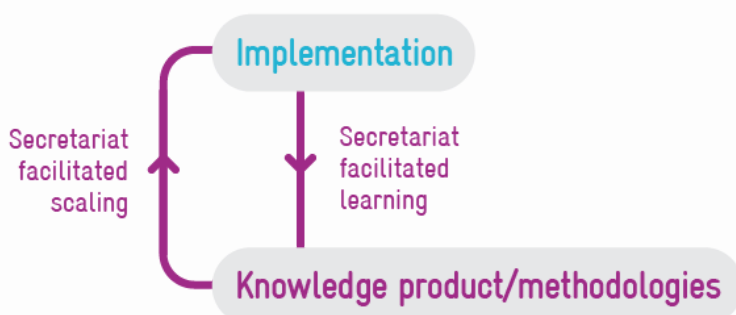


Scaling up capacity building activities

MobiliseYourCity is a leading global partnership empowering cities to improve citizens' mobility and fight the global climate crisis. Since 2022, we have brought a series of additional resources that will help scale up capacity development, notably training materials that will allow anyone to replicate MobiliseYourCity training anywhere in the world.

The training materials cover priority topics that must be addressed when developing a Sustainable Urban Mobility Plan (SUMP) or a National Urban Mobility Policy or Investment Programme (NUMP). These training materials include all the elements and tools a trainer needs to organise a training session, from PowerPoint presentations to exercises and additional resources for participants.

Trainings in one city are creating content for the global community



Following MobiliseYourCity's SUMP ToRs, Medan developed a **training on data collection**.

The Secretariat adapted this training and delivered it to participants from **over 20 cities**.

The Secretariat is developing **training materials** out of this training to enable Implementing Partners to replicate the training in other places of the world.

MobiliseYourCity facilitates the transfer of knowledge from activities carried out at the local level to create training content for the global community

Our Training Materials

Our training materials aim to provide practitioners with high-quality, easy-to-use materials for their capacity development activities on urban mobility. Like our webinars, the training materials should allow for an interactive and engaging session that is relevant to participants.

We provide a description of the content and guidance for potential trainers to ease the preparation of interesting, successful capacity development sessions. To ensure that we meet this objective, a set of training materials consists of:

An annotated slide deck

Format: .pptx

with the content of the training session ready to be used. Further methodological guidance is included in the margins of the slides, and the note section of the file contains essential information needed to present the slides.

An interactive exercise

Format: .docx

including potential templates for its execution and an explanation of the exercise.

An agenda for participants

Format: .docx

as a template to present the date and venue, the session description, learning objectives, the speakers' list and the plan for the session, including the time involved for the section

A presenter's agenda

Format: .docx

contains a detailed outline of every item in the agenda.

A quiz

Format: .docx

of multiple choice that can be integrated into the session or be used as a post-session quiz.

A list of relevant literature and links to online resources

Format: .docx



Supporting our city and country members and our institutional partners

The content and structure of the training materials are similar to a traditional capacity-building program provided in the context of developing a SUMP or a NUMP. The catalogue can be adopted and used in its totality (i.e. as a full SUMP capacity building program), or individual training materials can be used flexibly to build capacities on specific knowledge or to complement similar activities depending on the specific needs of every city:

- Local authorities will acquire a thorough understanding of sustainable urban mobility planning, and how to integrate specific topics into the planning process, such as public transport (including paratransit), active mobility, financing, and MRV.
- National governments can use the training catalogue to build their own technical units responsible for supporting cities develop SUMP nation-wide (for example as part of a National Urban Mobility Policy or Investment Programme).

- Development organisations and consultancies providing technical support can enhance their knowledge and complement their own activities related to SUMP development.
- Mobility practitioners and students interested in and working on SUMP can prepare to embark on the Sustainable Urban Mobility Planning journey when duty calls.



Adapted training materials for specific needs

Available in three languages:

To reach a greater number of participants, and to make the training materials more approachable for MobiliseYourCity geographies, the Partnership will work to have the full offer of training materials in its three working languages:

- **English**
- **French**
- **Spanish**

As we progress on the completion of the full set of training materials and their translation and regional adaptation, this catalogue contains the available training materials and their current language. Translations can be done upon specific request to the MobiliseYourCity Secretariat.

Three levels of proficiency:

Our training materials are designed to cover a broad range of topics related to sustainable urban mobility and mobility planning. The level of expertise in a particular topic might differ from context to context. For this reason, MobiliseYourCity has prepared the content of the training materials targeting three levels of proficiency in the practice of sustainable mobility planning:

- **Fundamental**

Awareness raising and introduction to a determined topic to set up the ground for further development along the planning cycle.

- **Practitioner**

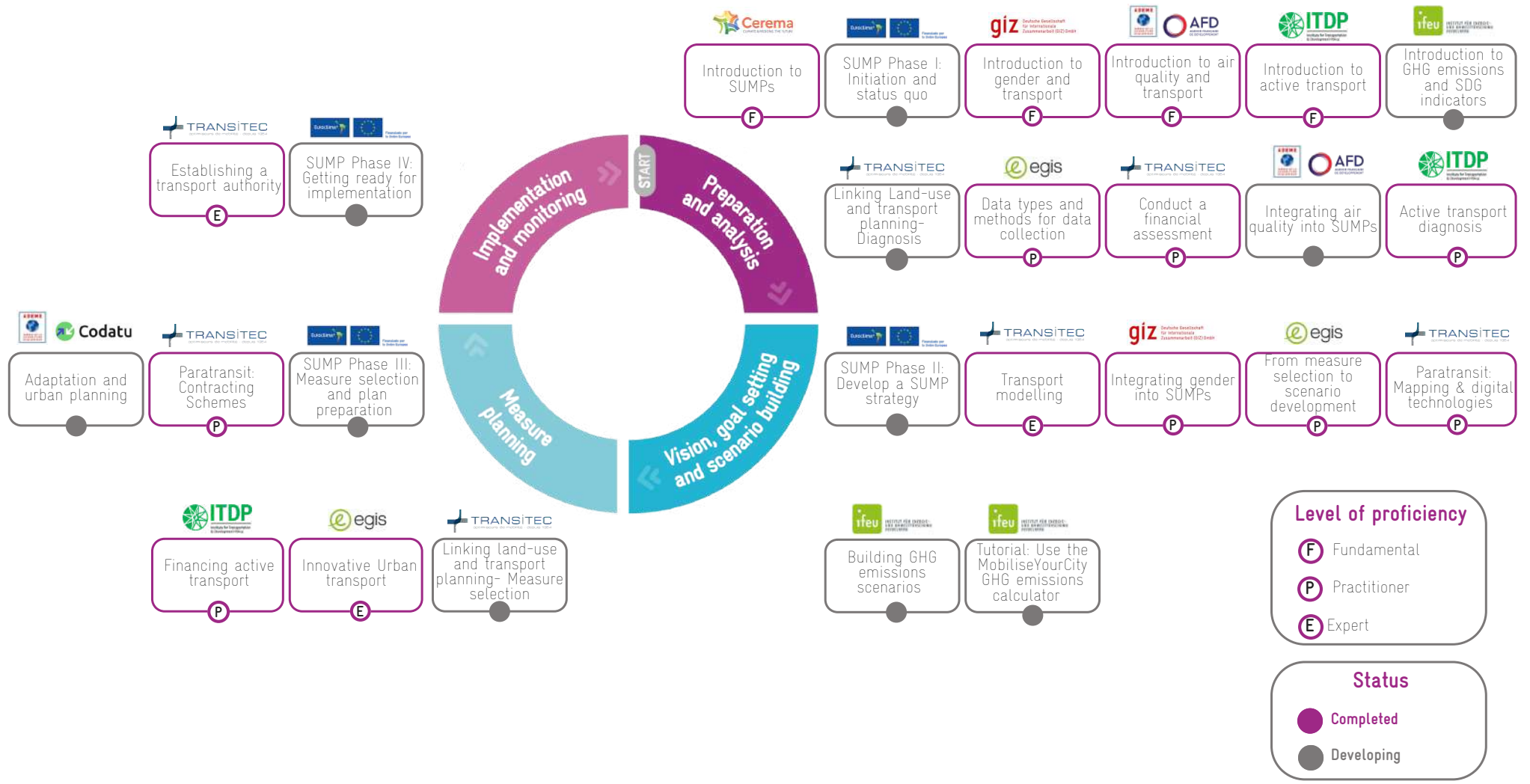
In-depth insights about how to operationalise specific tasks and activities when preparing a SUMP or a NUMP

- **Expert**

Detailed and advanced knowledge to carry out a technical task that requires experience in the context where it needs to be implemented.



MobiliseYourCity's training materials along the SUMP cycle





©Brenin Rifkin (2019), <https://unsplash.com/photos/gLW1674GA>

PHASE 1: PREPARATION & ANALYSIS

Introducing Sustainable Mobility Plans (SUMP)

Developed by:



Level of Expertise:

Fundamental

Language:

English

Keywords:

SUMP, Planning

Time (minimum)

1h

Description

The ambitious goal and relevance principles of SUMP have made this approach a potential strategic plan for various stakeholders. This training set aims at giving the audience a broad overview of SUMP, its goals, and its complete development process. Since 2013, more sustainable and integrative planning processes have been lauded as a means of addressing urban mobility's complexity. New approaches to urban mobility planning are surfacing rapidly in a constantly ever-changing environment. Consequently, as part of the 2013 Urban Mobility Package, stakeholders and planning experts across the European Union developed Sustainable Urban Mobility Plans (SUMPs). The main goal of SUMP is to enable local governments to tackle urban mobility challenges effectively. The core SUMP principles describe the main features of a modern and sustainable urban mobility and transport plan.

Training Objectives

- Define the difference between sustainable transport and traditional mobility and the implications for planning
- Define the SUMP concept and how it supports sustainable mobility planning
- Describe the main steps to prepare a SUMP
- Identify the resources required to do a SUMP
- Reflect on following implementation steps after adopting a SUMP

Indicative agenda

- 1 Introduction to Sustainable Mobility
- 2 SUMP Development Process
- 3 From SUMP Planning to Implementation

Introduction to gender and its relevance for urban mobility planning

Developed by:	giz <small>Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH</small>
Level of Expertise:	Fundamental
Language:	English
Keywords:	Gender, Planning
Time (minimum)	1h



Description

This training set structurally approaches the correlation between gender and mobility planning. In particular, the definition, relevant concepts, and fundamental approach to gender are presented, followed by a thorough examination of gender responsiveness's political relevance, focusing on the mobility planning context. While mobility experiences are undeniably not gender-neutral, this issue has been consistently overlooked in mobility planning. As a result, there is a rising demand to integrate a gender perspective into different content of mobility policies. Moreover, this training set utilises practical examples and interactive activities to emphasise the relevance of gender for mobility further.

Training Objectives

- Provide basic knowledge of what gender is and what it is not
- Discuss the broader context of diversity
- Get participants familiar with key approaches to gender
- Develop the link between mobility and gender
- Get to know different gendered dimensions of mobility
- Learn about the political relevance of gender-responsiveness

Indicative agenda

- 1 Key definition of gender and gender mainstreaming approach
- 2 Dimensions of gender and mobility
- 3 The political context of including gender in mobility planning

Understanding air quality and its role in urban mobility

Developed by:



Level of Expertise:

Fundamental

Language:

English

Keywords:

Environment, Climate, Air quality, Mitigation

Time (minimum):

1h45'

Description

This training set aims to raise awareness of the interlinkages between urban mobility and air quality by explaining the latter and why it matters. It also depicts the distinction between air pollution and global emissions (greenhouse gases).

Air pollution is one of the most significant concerns in cities worldwide as it directly affects people's health and quality of life. Therefore, enhancing air quality management should be at the core of any urban policy, as many of the economic activities that take place in the urban environment currently emit local air pollutants. In addition, mobility and transport activities in cities are significant contributors to air pollutant emissions in a city. The training set showcases examples of addressing air quality through sustainable urban mobility planning.

Training Objectives

- Understand the difference between greenhouse gas (GHG) emissions and air pollution
- Identify the primary air pollutants, their sources and their impact on health
- Understand the difference between greenhouse gas (GHG) emissions and air pollution

Indicative agenda

- 1 Basic notions of air quality, air pollutants and emissions source
- 2 Correlation between air quality and transport: needed data to make a diagnosis
- 3 Case studies in a regional globe: the examples of Paris region and Yaoundé

Introduction to walkable and cyclable cities



Developed by:



Level of Expertise:

Fundamental

Language:

English

Keywords:

Cycling, Walking

Time (minimum):

1h30'

Luca Zanen (2015)
<https://unsplash.com/photos/pA0Czsc0L4I>

Description

This training set builds a case for how active transport is healthy, free of emissions and pollution, and a great asset for future sustainable urban mobility systems. It must therefore play a much more central role in mobility planning, policies, and investments. For many cities, however, walking and cycling are not planned for, prioritised, or even considered a severe form of transport, despite high mode shares. Similarly, the training set explains why cities should invest in walking and cycling, discuss the existing conditions that affect walking and cycling, the barriers and challenges faced by pedestrians and cyclists, and then the requirements to create good walkable and cyclable cities. Finally, the training set includes several case studies to illustrate how cities have improved walking and cycling for their residents.

Training Objectives

- Communicate the benefits of active modes of transport for urban mobility
- Identify core concepts, approaches, and tools for increasing active transport
- Learn from practices and processes showcased during the session about barriers and potential solutions for active mobility

Indicative agenda

- 1 Why walking and cycling? What are the barriers and challenges?
- 2 Solutions for good walking and cycling environments
- 3 Case studies: Kisumu (Kenya) and Addis Ababa (Ethiopia)

Data types and data collection methods for an urban mobility diagnosis



Developed by:



Level of Expertise:

Practitioner

Language:

English

Keywords:

Data, Data collection, Digital, Open Source

Time (minimum):

1h30'

Description

Understanding urban mobility is the first thing cities need to do when planning for urban mobility. This training set presents the data required to conduct an evidence-based status quo analysis of any city's mobility system and the possible results of depicting this status quo. The training set also discusses how to collect data after the COVID-19 pandemic and alternatives and methods to deal with scarce-data environments for sustainable urban mobility planning.

Training Objectives

- Define an urban mobility diagnosis and understand why it's essential to do one as part of an urban mobility planning process
- Identify the requirements and steps for conducting an urban mobility diagnosis
- Define the types of data needed to conduct an urban mobility diagnosis and their corresponding data collection methods
- Reflect on how to close data gaps in low-data environments

Indicative agenda

- 1 Importance data collection for an urban mobility diagnosis
- 2 The importance of mobility surveys
- 3 Types of mobility surveys
- 4 Methods of data collection

Conducting a financial assessment of your city



Developed by:	
Level of Expertise:	Practitioner
Language:	English & French
Keywords:	Finance, Planning, Diagnosis
Time (minimum):	1h30'

Description

This training set supports learning on how to do a financial assessment as a key component of an urban mobility diagnosis. More is needed to understand the current urban mobility system regarding sustainable urban mobility planning. Local authorities need to know their capacities, what they can afford, and what other sources of financial support exist to implement urban mobility plans and measures.


Training Objectives

- Understand the main concepts related to funding and financing urban transport
- Identify the primary sources of funding available for urban transport
- Discuss how local governments can make effective use of their resources
- Distinguish the public transport and paratransit business models

Indicative agenda

- 1 Introduction to the current situation of finance in cities
- 2 What are the main sources of funding and financing
- 3 Borrowing Capacity and Budget Allocation
- 4 Comparing Business Models to understand the difference between public transport and paratransit

Conducting a diagnosis of active mobility

Developed by:	 ITDP Institute for Transportation
Level of Expertise:	Practitioner
Language:	English
Keywords:	Walking, Cycling, Diagnosis
Time (minimum):	1h30'



Description

This training set explores several diagnosis tools applicable in cities worldwide to help understand current requirements for walking and cycling and how this information can be applied to planning efforts for improvement. Walking and cycling are critical modes of transport, providing several benefits to society. To effectively improve conditions for these modes, though, planners must understand the current conditions and challenges. The training set uses several case studies to illustrate how diagnosis can help lead to more effective plans and policies that residents and leaders more widely support.

Training Objectives

- Obtain a basic understanding of the importance of diagnosing active transport as part of sustainable mobility planning
- Diagnose active transport modes using different data sources, data types, and at different scales
- Apply the results of the diagnosis to active transport planning and other urban planning efforts

Indicative agenda

- 1 Introduction to diagnosis of active transport
- 2 Diagnosis tools
- 3 Case studies



PHASE 2: VISION, GOAL SETTING & SCENARIO BUILDING

Integrating gender perspectives into SUMP's and NUMPs

Developed by: giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
Level of Expertise: Practitioner
Language: English
Keywords: SUMP's, NUMPs, Gender, Planning
Time (minimum): 1h30'

Description

This training set introduces the links between gender and mobility and explores ways of integrating a gender-responsive practice along the SUMP/NUMP planning cycle. Gender is one of the most significant determinants of mobility choices, yet traditionally overlooked in mobility planning. For sustainable urban mobility to succeed, practitioners need to take gender differences into account. Gender-responsive mobility planning strives for equal access to our communities, services, and employment – the power to shape one's life.

Training Objectives

- Understand the importance of gender for mobility behaviour
- Discover ways of integrating gender step by step along the planning cycle
- Reflect on lessons learned from other cities for gender mainstream in mobility planning

Indicative agenda

- 1 Why include gender in mobility planning?
- 2 Steps for integrating gender along the four phases of SUMP cycle
- 3 Case study examples for each phase with a global scope.



Defining scenarios & identifying measures to reach urban mobility goals

Developed by:  egis
Level of Expertise: Practitioner
Language: English
Keywords: Planning, Scenarios, Measures
Time (minimum): 1h

Description

To help participants build an appropriate planning process, this training set presents the prerequisites for measure planning, including timelines, methods, key principles, and often-covered themes. Defining scenarios and identifying measures to reach urban mobility goals requires a coherent and well-defined framework. Nevertheless, this training set emphasises the fact that there is no magic formula that fits all cases. Instead, each agency must consider the local context (e.g. stakeholders, regulations, constraints) when designing its SUMP or NUMP. Therefore, this training set offers proven methods taking as an example the case of the SUMP for the metropolis of Medan, Indonesia and how they defined scenarios and identified measures to reach their urban mobility goals.

Training Objectives

- Understand the articulation between the vision and the action plan for mobility development
- Get to know methods of definition of mobility scenarios and measures

Indicative agenda

- 1 Defining scenarios and identifying measures to reach scenario goals
- 2 Illustrating the case of Mebidangro's scenario planning and measure development



Mapping paratransit services

Developed by:



Level of Expertise:

Practitioner

Language:

English

Keywords:

Paratransit, Planning, Data, Digital

Time (minimum):

2h30'

Description

This training set focuses on digital mapping as a project and how it can be designed and planned. This would entail the most common challenges and risks other cities face and mitigation techniques. Similarly, the training set focuses on freely available software tools that enable data collection and management, the different data formats and standards used, and several use cases of the output datasets from the mapping process.

While paratransit offers opportunities for employment and a flexible and adaptable transport system in many cities in Africa, Asia and Latin America, it is also related to challenges like air pollution and road safety. The first step in solving such a problem is understanding it; data is at the core of this understanding. Mapping paratransit routes and depicting daily operations are a lever to provide sufficient data to decision-makers that might contribute to the sector's reform.

Training Objectives

- Explain the principal elements and process of mapping paratransit services
- Provide cost estimates of mapping paratransit
- Explain the main barriers and potential solutions to understanding paratransit services, including digital solutions

Indicative agenda

- 1 Field research planning
- 2 Digital solutions

Phase II: Vision, Goal Setting & Scenario Building



Transport modelling for mobility planning

Developed by:  **TRANSiTEC**
Level of Expertise: **Expert**
Language: **English**
Keywords: **Transport modelling, Data**
Time (minimum): **1h40'**

Description

This training set addresses a clear definition of transport modelling and its objective. For decades, transport modelling has been a practical tool to support policymakers with data-based analysis for urban mobility planning and other appropriate strategies for present and future mobility needs and behaviours.

This training set is designed to help the audience increase their understanding of urban mobility modelling, the most common transport models and the data needed to implement them are presented concisely. However, in practice, data availability is often limited. Therefore, this training set proposes potential solutions to gather mobility data even in poor and scarce data contexts.

Training Objectives

- Gain a better understanding of urban mobility modelling: objectives, nature, methods, and limitations
- Identify the best-adapted modelling approach for a specific context, especially when data is scarce
- Learn practice interpretation of modelling results

Indicative agenda

- 1 What is transport modelling and what are its main uses?
- 2 Overview of different transport planning models
- 3 Usual methodology of transport modelling
- 4 How to conduct transport modelling with limited data





PHASE III: MEASURE PLANNING

Contracting options for paratransit reform

Description

This training set focuses on introducing contracts between public authorities and paratransit operators to develop a robust and adequate regulatory framework to address significant challenges for paratransit reform and integration. The training set also defines objectives and expectations for the sector and presents initial elements to consider how contracting arrangements can support and concretise reform processes.

In most cities, current paratransit services exist where arrangements between public institutions and operators must be adequately structured and are mostly limited to licenses or permits to operate certain vehicles. To understand the role of paratransit services within an efficient public transport system, it is crucial to enhance such regulation.

Training Objectives

- Clarify fundamental notions related to urban transport
- Understand the particularities of paratransit
- Provide guidance for the contracting for paratransit with a focus on African cities

Indicative agenda

- 1 The EASI concept
- 2 Main characteristics of paratransit services
- 3 Contract possibilities
- 4 Steps to contracting paratransit services

Developed by:	
Level of Expertise:	Expert
Language:	French
Keywords:	Paratransit, Contracts
Time (minimum)	1h30'



Securing finance for walking and cycling

Description

This training set explores the need for funding and finance of cycling and walking and the funding and finance options available to cities at various levels of government, from local to national to international.

Walking and cycling are critical modes of transport, providing several benefits to society. However, effectively improving these modes' conditions requires money to fund the infrastructure, services, and maintenance needed for their support. The training set uses several case studies to illustrate how these funding and finance sources have been used to implement active transport more effectively as part of SUMPs.

Training Objectives

- Understand the need to leverage different funding and finance sources for active transport
- Identify common and innovative funding sources for active transport
- Understand the importance of funding and finance for active transport as part of mobility planning

Indicative agenda

- 1 Introduction to funding and finance
- 2 Why funding and finance are important for active modes and how do they relate to SUMP?
- 3 Funding and finance tools and sources for walking and cycling
- 4 Case Studies of Douala Cameroon and Chennai India
- 5 Example of using diagnosis in planning and decision making

Developed by:



Level of Expertise: Practitioner

Language: English

Keywords: Finance, Walking, Cycling

Time (minimum): 1h30'



Innovation in urban transport for future cities

Description


This training set emphasises the differences in definition, technical characteristics, benefits, and the evolution of each existing transport mode, clarifying terms such as MRT, LRT, and BRT that are commonly used. Accordingly, the training set explains how one size does not fit all: specific modes are more relevant than others, depending on identified needs. Secondly, methods to choose the most suitable urban transport modes for a city are covered. Another focus of this training set is to broaden the audience's vision and direct their focus to future innovations for urban transport. Participants must understand the goal, challenges and methods to promote innovative transport. Finally, this training set discusses innovative tools and solutions through practical examples.

Training Objectives

- Have a clear and unbiased picture of existing urban transport modes
- Obtain critical analyses on the multiple modes of urban mobility
- Understand tools to optimise and enlarge service offers and their compatibility in each city

Indicative agenda

- 1 Main drivers of innovation
- 2 The future of urban innovation
- 3 Existing urban transport around the world

Developed by:  egis
Level of Expertise: Practitioners
Language: English
Keywords: Innovation, Public Transport
Time (minimum): 1h





Liam Burnett-Blue (2018), <https://unsplash.com/photos/-qwEUsg7Ubl>

PHASE IV: IMPLEMENTATION & MONITORING

Establishing a Transport Authority

Developed by:	
Level of Expertise:	Expert
Language:	French
Keywords:	Planning, Transport Authority
Time (minimum):	1h30'

Description

The training set interactively provides insights into establishing a public transport authority and its key characteristics, such as planning, management, equipment, organisational arrangements, responsibilities, capacities, resources, and institutional relationships. A public transport authority, or mobility authority at large, contributes to reducing the fragmentation of public services and regulating paratransit, reducing inefficiencies in urban mobility. Defining the authorities in charge of regulating paratransit services and the scope of their prerogatives is essential to cut GHG emissions and enhance working conditions in the sector.



Training Objectives

- Provide training on the process of establishing a transport authority
- Understand the strategic vision, tactical organisation, and other operational elements of a transport authority
- Get to know possible institutional arrangements and implementation challenges.

Indicative Agenda

- 1 Introduction to the EASI concept
Steps to implement a transport authority: CETUD (Dakar), AMUGA (Abidjan), LAMATA (Lagos), DTCA (Dhaka)
- 2
- 3 A Transport Authority: legal and institutional aspects, context and justifications, roles and characteristics.

How MobiliseYourCity can support delivering training sessions?

MobiliseYourCity can support you in implementing these training materials to conduct capacity development activities in different contexts. To do so, the Secretariat offers three levels of support to local authorities and implementing partners interested in the use of the training materials:

Level 1 - Free access

The Secretariat grants access to the training materials in which you are interested upon request. The interested organisation leads the conduction of the training and the use of the content with the condition of citing MobiliseYourCity.

Level 2 - Free access & link to experts

The Secretariat grants access to the training materials as in Level 1 and provides a list of potential experts that could deliver the training session. The interested organisation could hire the expert with its own resources.

Level 3 - MobiliseYourCity conducts the trainings

The Secretariat supports the conduction of the training session. In this case, MobiliseYourCity partners mobilise experts to conduct the training sessions by using the training materials. Some conditions are necessary to access this level of support, especially related to previous close collaborations with MobiliseYourCity. The decision to implement this level of support depends on the fund availability.

If you are interested in accessing our training materials please get in contact with the MobiliseYourCity Secretariat for any level of support:

contact@mobiliseyourcity.net

About the Partnership



Launched at COP21 in Paris, the MobiliseYourCity Partnership is a leading global partnership for sustainable mobility of nearly 100 partners, including 65 member cities and 15 member countries. With 40 million euros to support technical assistance and project preparation in 39 cities and 8 countries, the first projects completed in 2019 have mobilised 1,296 million euros for concrete sustainable mobility projects.

For capacity building, we facilitate lasting change at a global level, focusing on developing, deploying and scaling tested solutions that lead to real results. The Partnership works as a knowledge hub to create, disseminate and scale knowledge. By bringing together global experts with local practitioners we can generate solutions that are ambitious, adaptable and achievable. 0





Our service areas

Mobility planning

We support our member cities and countries to shift from road-centric transport planning to mobility planning that focuses on meeting the needs of all people while balancing the needs of our planet.

Capacity building

To facilitate lasting change at a global level, we focus on developing, deploying and scaling tested solutions that lead to real results. The Partnership works as a knowledge hub to create, disseminate and scale knowledge. By bringing together global experts with local practitioners we can generate solutions that are ambitious, adaptable and achievable. Our partners work together to add value to each other's contributions.

Advocacy

We inspire our members to take bold, ambitious actions toward decarbonised and just mobility systems, and we animate others to support them to do so. We gain their trust by collecting and communicating results that will improve the lives of their people.

Implementation support

While full implementation of mobility plans and investment programmes remains the responsibility of our member cities and countries, we secure results by accompanying our member cities from planning to implementation, through policy and regulatory reforms, small scale investments and digital technologies.

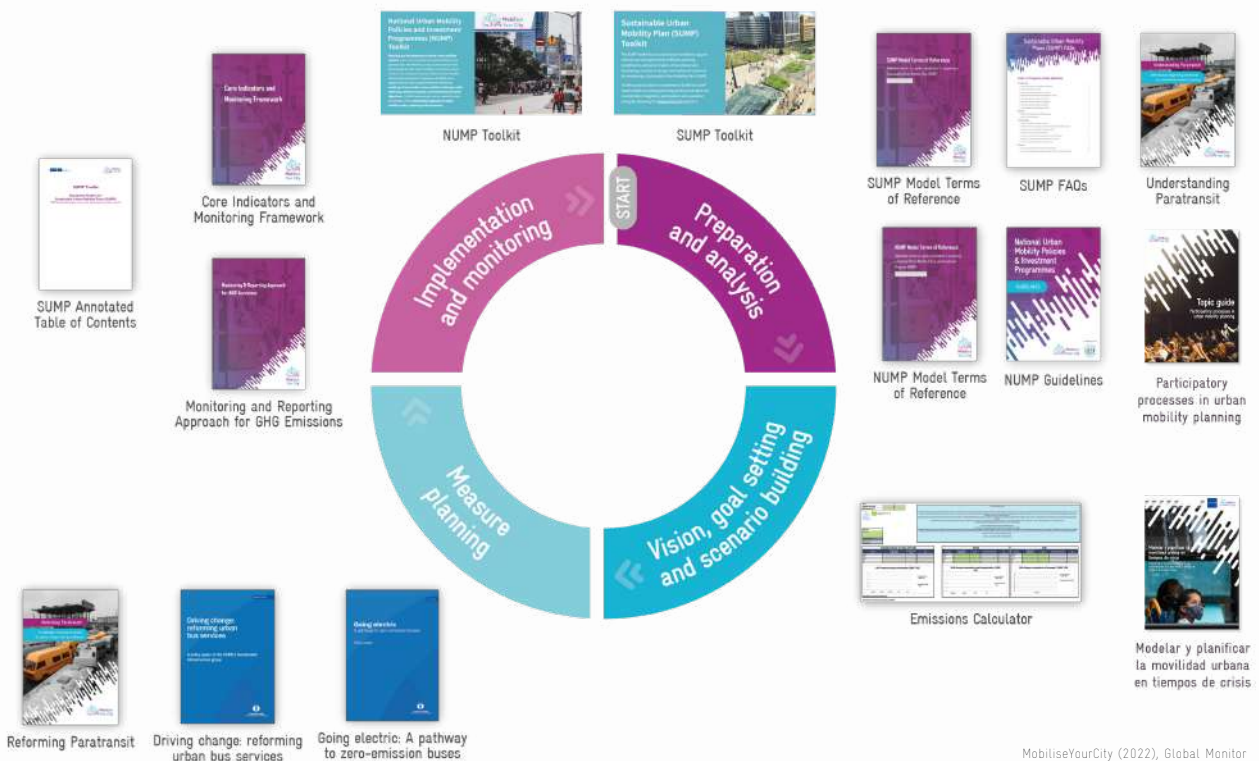
Our publications and methodologies

Empowering mobility practitioners and decision-makers to transform urban mobility has been at the heart of MobiliseYourCity's service orientation since its inception in 2015. To master mobility for green and inclusive cities, individuals and institutions require strong skills, knowledge, tools, and the opportunity to exchange and share their ideas. Therefore, methodology development, capacity building, communities of practice and mobility planning go hand in hand with MobiliseYourCity.

MobiliseYourCity equips practitioners with tested and scalable solutions:

- ✓ Developing tailored methodologies and tools for our focus areas.
- ✓ Scaling our training offer to mobility professionals through strategic partnerships.
- ✓ Enhancing our digital platform for trainings, exchange and knowledge dissemination.

MobiliseYourCity tools and methodologies



MobiliseYourCity (2022), Global Monitor

All the MobiliseYourCity publications are available in the [MobiliseYourCity Knowledge Platform](#).

The MobiliseYourCity Partnership

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In collaboration with

