

→ THE EVER GROWING USE OF COPERNICUS ACROSS EUROPE'S REGIONS

INSTRUCTIONS FOR AUTHORS

Dear Author, we welcome your contribution: please make sure you read carefully the following instructions.

1. Copernicus user stories shall be submitted as **articles by filling in the TEMPLATE** (Annex 1) strictly following its requirements both in format and content. Authors should make reference to the **MOCK-UP** (Annex 2) of the final editing.
2. Articles shall be written in **English**¹
3. The activity is funded by the EU Copernicus Programme. There is **no publication fee** to Authors.
4. Articles shall feature **Earth Observation (EO)-derived solutions** that are based, entirely or partially, directly or indirectly, on data from Sentinels (or Sentinel-like) or Copernicus Contributing Missions.
5. Articles can be submitted by one or more authors. **Only Lead Authors** (i.e. first authors) **shall act as contact point** for the Publication Manager and take full responsibility for ensuring that all Co-authors agree on the content of the article (see Point 13).
6. **Lead Authors** shall be from institutions, entities or companies from Copernicus Participating States².
7. Authors shall be aware that contributions will be peer-reviewed to assess the suitability for the Publication, according to **the criteria** listed below. These criteria should all be met.
 - The described challenge corresponds to a **concrete need of regional**³ **policy making** and/or enforcement, ideally on regional responses to EU directives, within Copernicus Participating States;
 - The described **EO-based solution is sound and mature** and effectively responds to the above mentioned regional challenge;
 - The described **EO-based solution is actually used or planned to be used, ideally by a local and regional authority (NUTS 2 or NUTS 3)** and in an operational way;
 - The **active involvement/interest** of the public authority is apparent (i.e. ideally, via co-authoring or as a minimum via an explicit user statement indicated accordingly in the dedicated section in the template);

¹ The project language is English and interactions with the Publication Manager will be in English. Requests for handling non-English versions could be accepted in exceptional cases (e.g. request from high-level staff from the public authority authoring the articles) and will be evaluated on a case-by-case basis. Interested parties can email to copernicus4regions@euroinbox.com. Emails shall have the following title in English "REQUEST FOR SUBMITTING A CONTRIBUTION IN A NON-ENGLISH LANGUAGE".

² Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, The Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, and United Kingdom.

³ The notion of "region" or "regional" is used throughout the initiative to generically indicate different administrative levels below the national one.

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- There are **clear and well-described benefits** on society⁴, policy making⁵, economy⁶ or environment, preferably expressed through effective indicators or estimates.
 - The article **follows the template** and coherently addresses the various sections;
 - The submitted paper is well written in a **clear and concise language, understandable** by a non-technical audience (i.e. decision-makers and general public);
8. Authors shall be aware that the Publication Committee will pay particular attention on identifying Copernicus use cases eligible for **enhanced outreach actions** (such as the presentation of the Copernicus user story at the European Parliament and having it filmed professionally). In this respect, we particularly welcome contributions addressing:
- Outstanding examples showing the penetration of Copernicus **outside from the traditional Copernicus/space boundaries** (i.e. cases that were developed with non-space funds);
 - Innovative solutions through which Copernicus has effectively contributed to **improve the administration processes and to increase its performances** (i.e. increased cost-efficiency, better response to long-standing regional problems).
 - Examples of exploitation experiences within **EO/Copernicus new-comers**;
9. When submitting their contribution, Lead Authors shall **select a relevant application area** for each submitted article among the ones below **and indicate it when registering on the Conftool software system**. Articles will be featured in the publication under these application domains:
- ❖ Transports, Civil Infrastructure and Safety;
 - ❖ Cultural Heritage, Tourism and Leisure;
 - ❖ Biodiversity and Environmental Protection;
 - ❖ Territorial Management and Urban Planning;
 - ❖ Public Health;
 - ❖ Civil Protection;
 - ❖ Agriculture, Food, Forestry and Fisheries;
 - ❖ Climate, Water and Energy.
10. Lead Authors shall **specify the name of the (NUTS2 or NUTS3) region/municipality** that will be used to feature the article **and indicate it when registering on the Conftool software system**. This should be in principle the region/municipality where the EO-based solution is deployed. Alternatively⁷, it could correspond to the region/municipality of the Lead Author. Lead Authors shall submit the logo of the region/municipality via the

⁴ An impact on society can be assumed if, for example, the Copernicus user story contributes to improve living conditions, or comes with a learning effect and distinguishes itself as valuable teaching or promotion material.

⁵ An impact on policy-making could be, for example, if the Copernicus user story provides information that gives input to the policy/decision-making process.

⁶ Portrayed Copernicus user stories which are underpinned by economic indicators and entrepreneurial success-stories.

⁷ For example, for use cases deployed outside Copernicus participating countries, supported by European companies or universities.

→ THE EVER GROWING USE OF COPERNICUS ACROSS EUROPE'S REGIONS

ConfTool software system with the other requested documents (see point 11). Articles describing cases of interregional cooperation that can be inspiring for promoting further sharing of best practices are also of interest. In this case, multiple regional logos might be featured.

11. Lead Authors shall register on the Conftool software system (at the address which will be published shortly on the Copernicus4Regions webpage) and submit the items listed below via the same system.
 - The article, submitted by filling in the template (Annex 1), **both in Word and PDF formats**.
 - 2 images pertinent to the article, in .tiff or .png formats with a 300dpi resolution
 - 1 logo of the region/municipality, in .tiff or .png formats with a 300dpi resolution
 - *Declaration on intellectual property rights* (Annex 3) duly compiled and signed

For support on how to register and upload contributions also see the *Instructions for the Conftool software system* (Annex 4).

12. Lead Authors shall be entitled to sign the *Declaration on intellectual property rights* (Annex 3) in full representation of all co-Authors. Lead Authors shall compile, sign, scan and upload the Declaration on the ConfTool software system together with the other requested documents (see point 11)
13. **The Publication Manager is the sole interface for the authors. Interaction with the Publication Manager** will take place exclusively via the Conftool software system and the email copernicus4regions@euroinbox.com.
14. Core communications related to the project will take place via the www.nereus-regions.eu/Copernicus4Regions or via email to the Lead Authors.
15. Lead Authors should expect feedbacks within about 2 months from the Call closure. They might be requested to provide further clarifications or refinements of the article as needed. They will be asked to confirm the final version before publication. In responding to the Publication Manager, Authors should be aware that excessive delays that risk to impact on the timely delivery of the publication could result in the article being discarded for the printed edition.
16. All Authors of the previous NEREUS/ESA publication "[The Growing Use of GMES across Europe's Regions](#)" are particularly invited to submit an update of their Copernicus user story, showcasing its evolution to the market and current state of play, provided they meet the criteria set out in this Call.

Any further question, please address to copernicus4regions@euroinbox.com

Annexes:

Annex 1 – Template;

Annex 2 – Mock-up of articles;

Annex 3 – Declaration on IPR;

Annex 4 – Instructions for the Conftool software system