

Practical tools for

Creative Climate Action

Roadmap of Collaboration for Creative professionals



60-120 min

4-8 participants in a workshop
or
individually / role

Tool description and purpose

Roadmap for Collaboration is a step-by-step method that outlines how different actors are connected and how the actions of one stakeholder can trigger actions by others. The tool is designed for cross-sectoral collaboration, especially in the context of creative climate action, and was developed within the CCI4Change project.

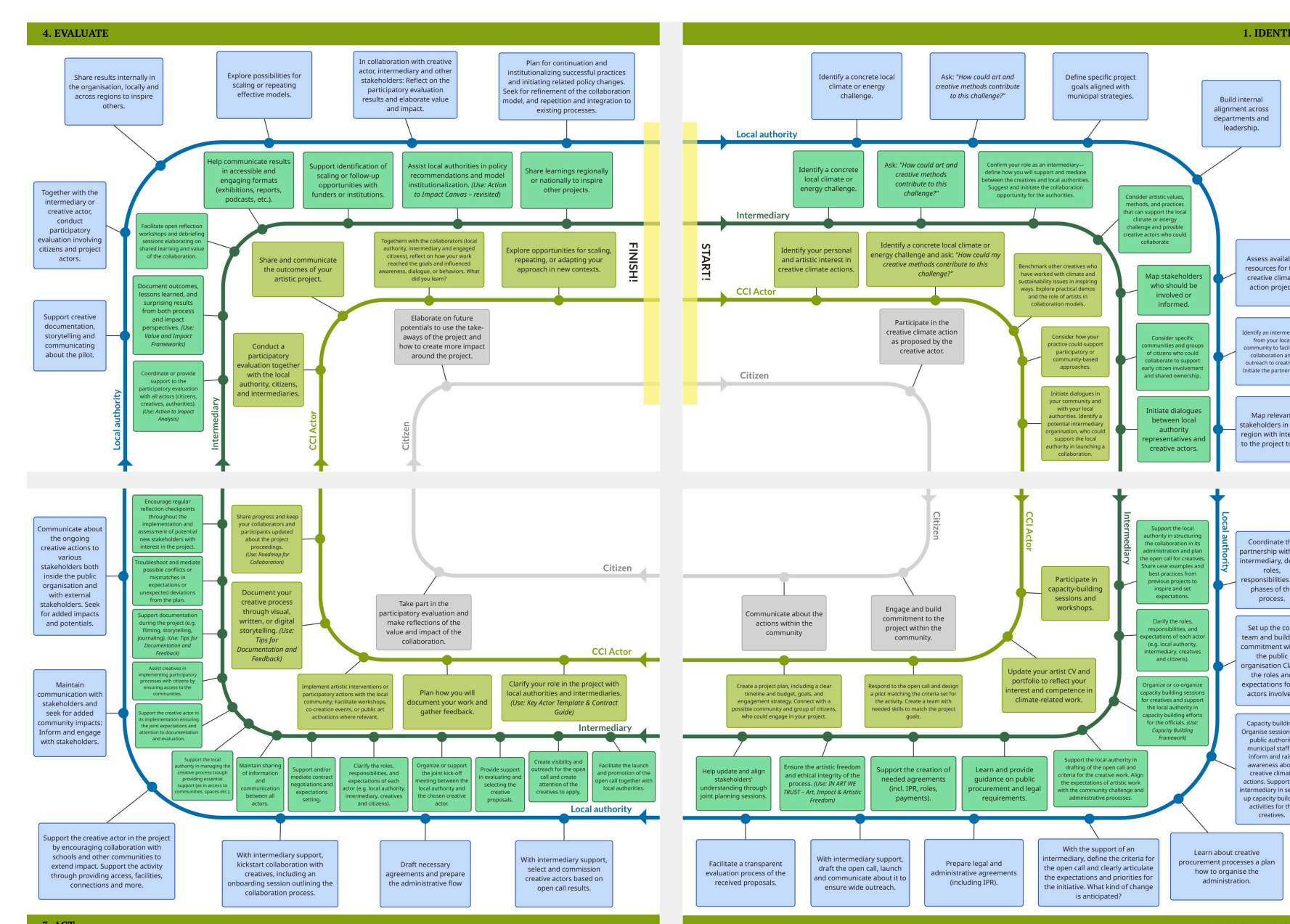
The roadmap is based on a service blueprint method, adapted to clarify roles, actions, and timing in joint projects. It visualizes how local authorities (as project leads), intermediaries, creative actors, and citizens progress through a collaborative process together. The roadmap highlights each role's contributions along a shared timeline and helps ensure synchronized progress.

When to use this tool?

- In cross-sectoral initiatives that involve actors from different fields and work cultures.
- At the beginning of a project, to create a shared understanding of the collaboration process.
- In project management, to map tasks and responsibilities along a clear visual timeline.
- During evaluation and reflection, to trace how actions have influenced each other.
- When building a culture of collaboration, especially where mutual roles and responsibilities must be clarified.

Example use cases:

- A municipality initiates a creative climate action project, and the roadmap is used to structure collaboration between departments, creative actors, and citizens.
- An intermediary facilitates a co-creation workshop, using the roadmap to define responsibilities and phases.
- A citizen engagement event is planned, and the roadmap helps visualize how input from the community will be acted upon.
- During project evaluation, the roadmap is reviewed to identify which actions led to meaningful impact and how collaboration unfolded in practice.



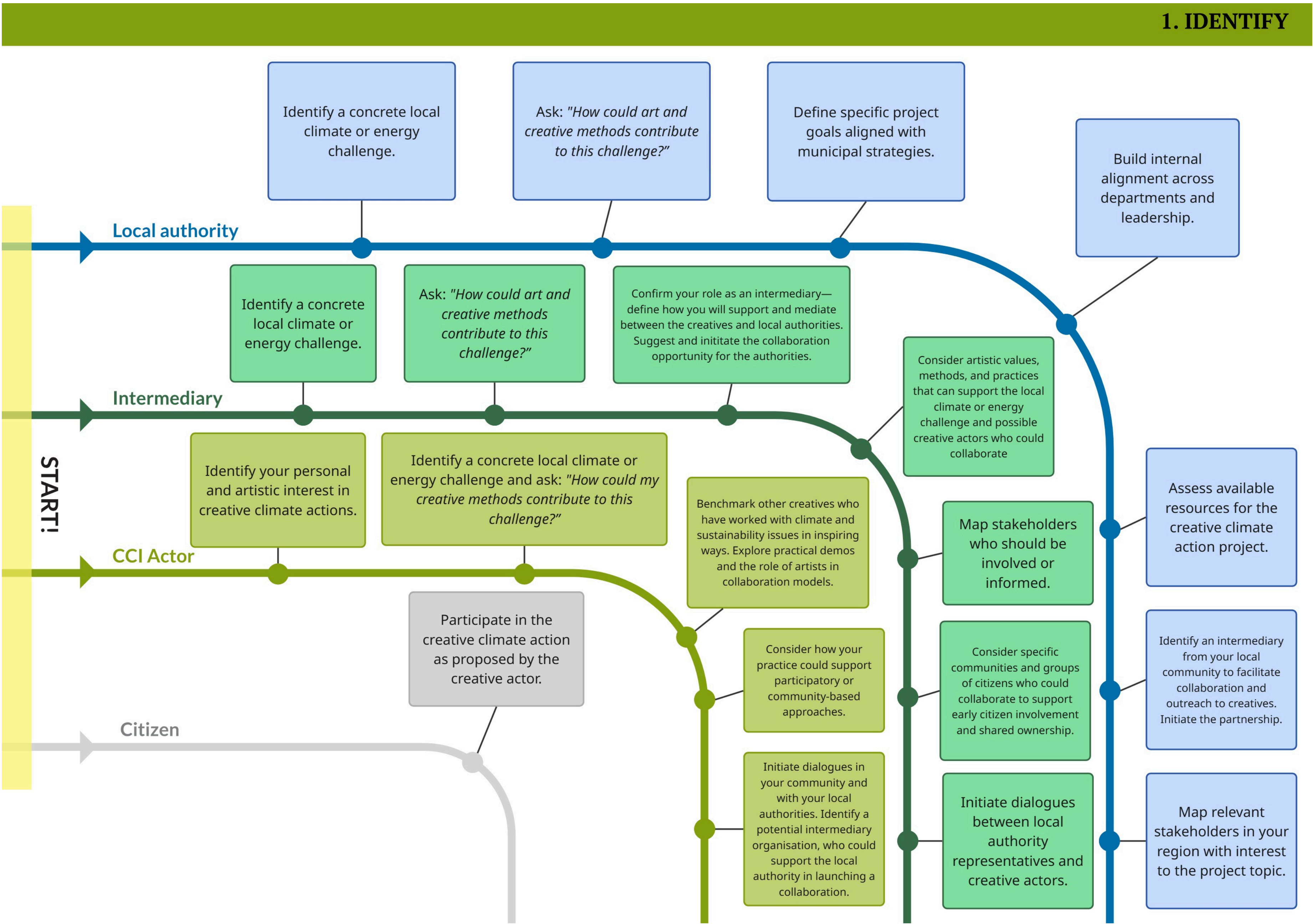
Benefits of using this tool

- Clarifies roles and responsibilities: Each stakeholder (local authority, intermediary, CCI actor, citizen) sees both their own and others' tasks in relation.
- Provides a shared rhythm: A visual timeline supports joint understanding of timing, dependencies, and action flows.
- Makes actions concrete: Each step is broken into visible service moments—specific verbs describing what is being done.
- Improves coordination: Helps actors understand when and how their actions affect others.
- Supports iterative collaboration: The roadmap can be updated throughout the project to reflect real-time learning and changes.

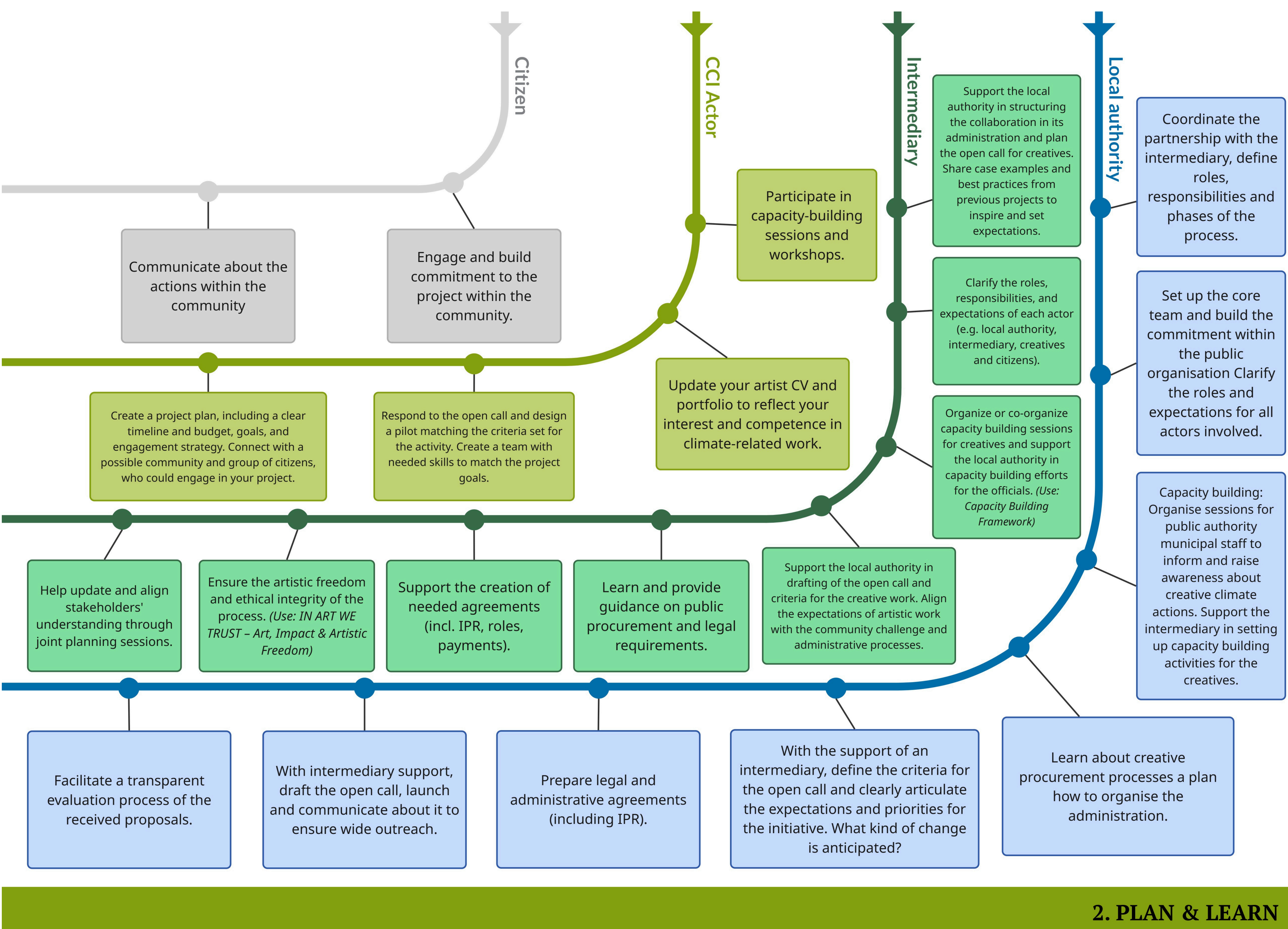
How to use this tool?

- Define the roles: Determine who is acting as the local authority, intermediary, creative actor, and citizen in the collaboration.
- Roadmap is structured in four phases:
 1. Identify: Define the challenge, stakeholders, and opportunities for collaboration.
 2. Plan & Learn: Co-develop ideas and establish shared understanding.
 3. Act: Implement the actions and support each role's participation.
 4. Evaluate: Assess results, reflect, and capture learnings for future cycles.
- Describe service moments for each actor—these are specific actions taken during the process.
- Synchronize actions: Align timelines and responsibilities to support effective cooperation.
- Iterate as needed: Revisit the roadmap to refine and adjust as the project evolves.

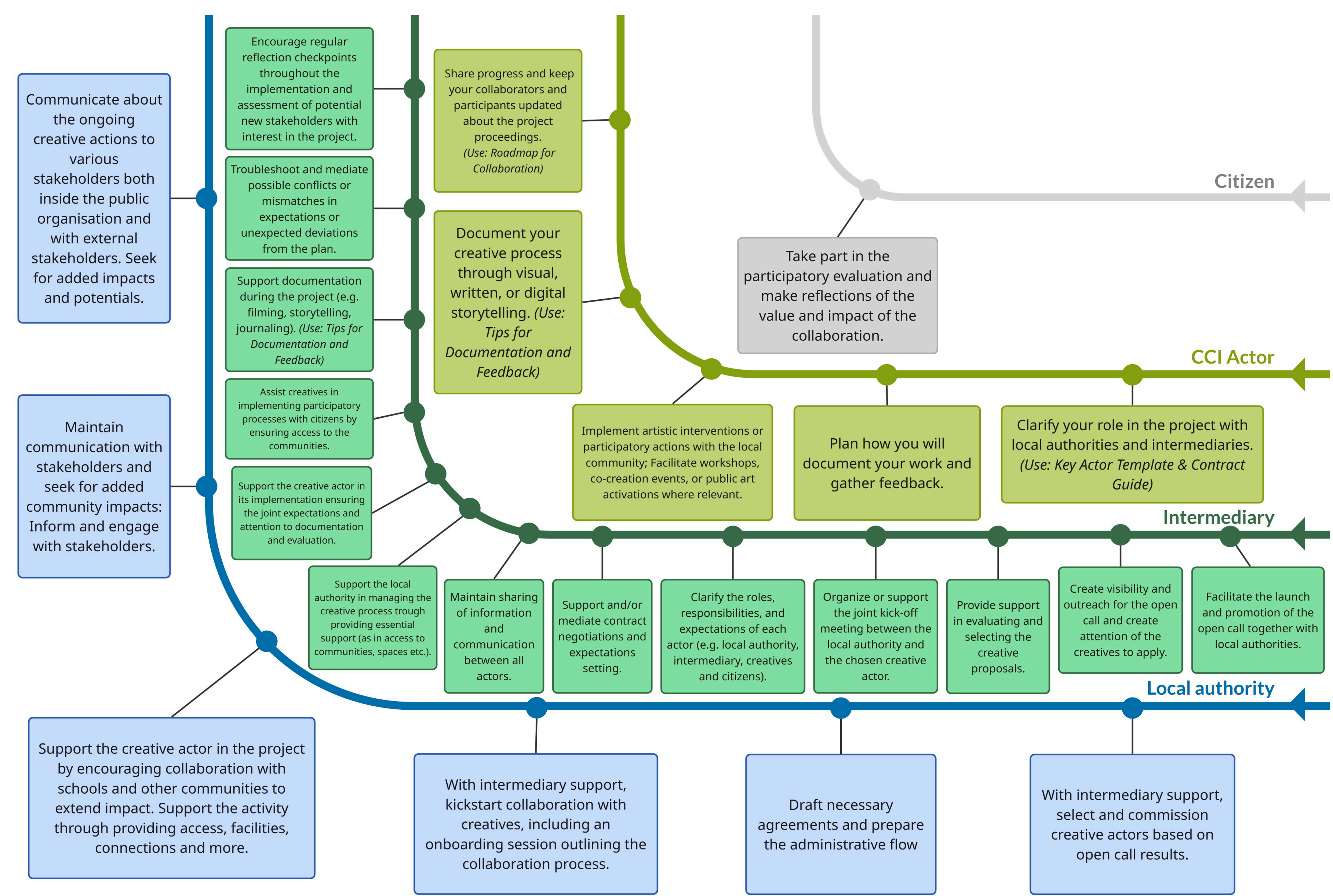
1.IDENTIFY



2. PLAN & LEARN



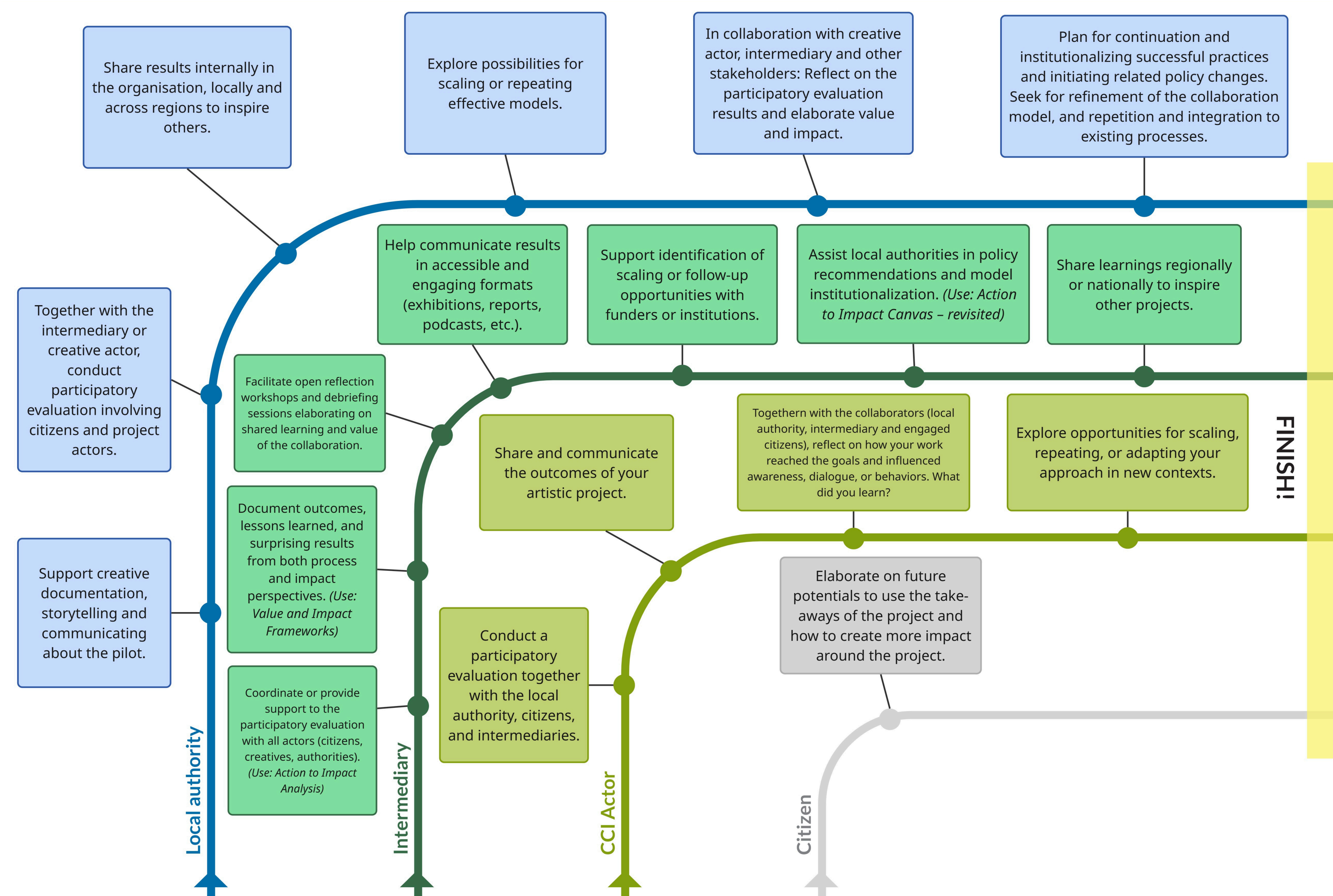
3. ACT



3. ACT

4. EVALUATE

4. EVALUATE



INSTRUCTIONS TO FILL-IN

1. IDENTIFY

Purpose: Begin by identifying your interest in creative climate action. Plan your creative processes—how you could engage communities through your professional methods and creative approaches.

Steps:

1. Identify your personal and artistic interest in creative climate actions.
2. Identify a concrete local climate or energy challenge and ask “:How could my creative methods contribute to this challenge?”
3. Benchmark other creatives who have worked with climate and sustainability issues in inspiring ways. Explore practical demos and the role of artists in collaboration models.
4. Consider how your practice could support participatory or community-based approaches.
5. Initiate dialogues in your community and with your local authorities. Identify a potential intermediary organisation, who could support the local authority in launching a collaboration.

Key tools:

Action to Impact Wheel
Capacity Builder for Creative Climate Collaboration
Case Studies
Trust Radar

2. PLAN & LEARN

Purpose: Develop your skills and structure your creative project plan.

Steps:

1. Participate in capacity-building sessions and workshops.
2. Update your artist CV and portfolio to reflect your interest and competence in climate-related work.
3. Respond to the open call and design a pilot matching the criteria set for the activity. Create a team with needed skills to match the project goals.
4. Create a project plan, including a clear timeline and budget, goals, and engagement strategy. Connect with a possible community and group of citizens, who could engage in your project.

Key tools:

Public Procurement Guide for Artists & Creatives
Reflection Cards – Tensions & Triggers Reflection
In Art We Trust – Collaboration Checklist
Capacity Builder for Creative Climate Collaboration
Citizen engagement reflection guide

3. ACT

Purpose: Launch the creative project and engage communities in meaningful ways.

Steps:

1. Clarify your role in the project with local authorities and intermediaries. (Use: Key Actor Template & Contract Guide)
2. Plan how you will document your work and gather feedback.
3. Implement artistic interventions or participatory actions with the local community; Facilitate workshops, co-creation events, or public art activations where relevant.
4. Document your creative process through visual, written, or digital storytelling. (Use: Tips for Documentation and Feedback)
5. Share progress and keep your collaborators and participants updated about the project proceedings. (Use: Roadmap for Collaboration)

Key tools:

Roadmap for Collaboration
Key Actor Template

FILL-IN TEMPLATE 1/2

4. EVALUATE

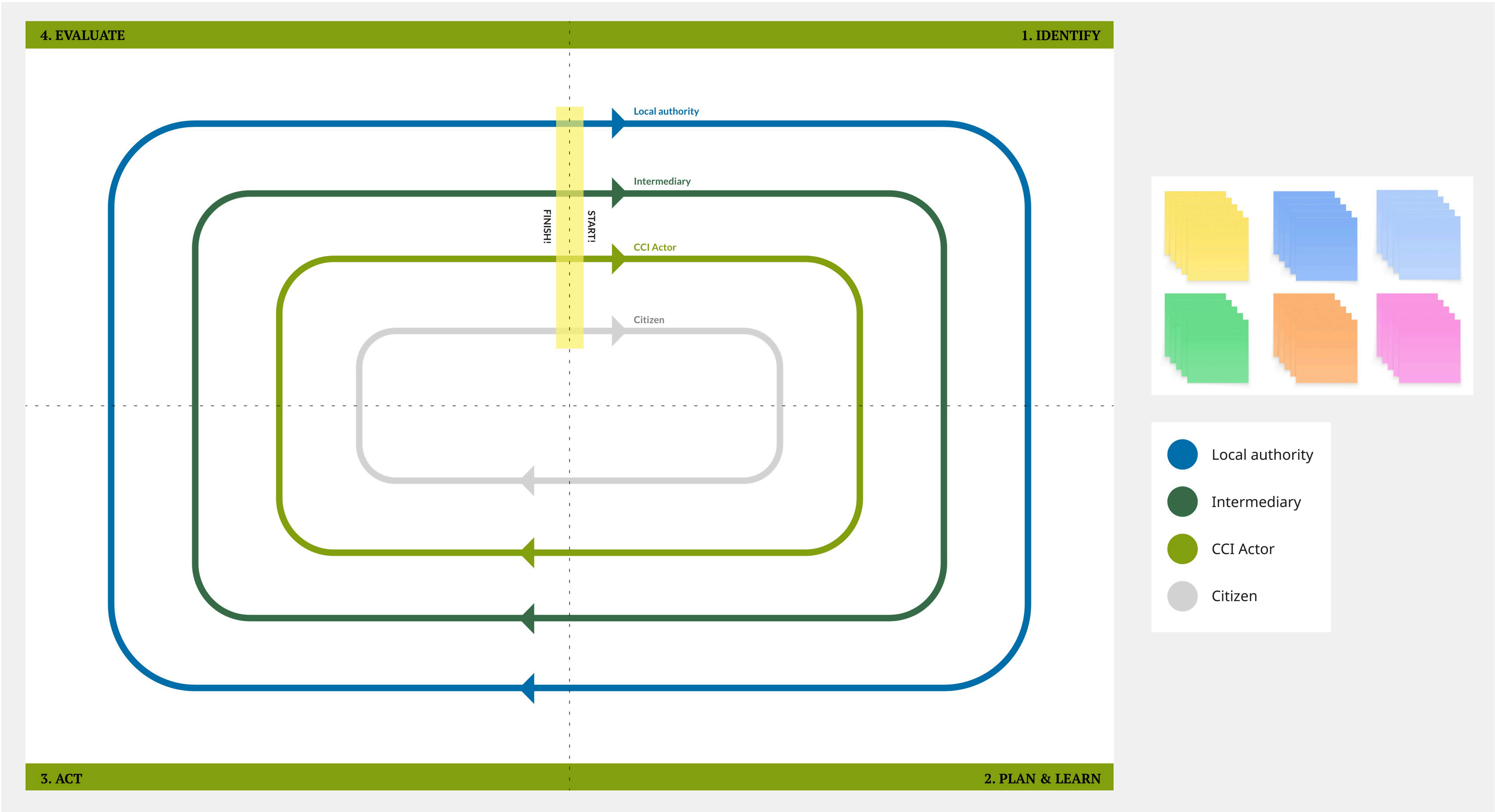
Purpose: Reflect on your creative process, assess impact, and contribute to long-term change.

Steps:

- 1. Conduct a participatory evaluation together with the local authority, citizens, and intermediaries.
- 2. Share and communicate the outcomes of your artistic project.
- 3. Together with the collaborators (local authority, intermediary and engaged citizens), reflect on how your work reached the goals and influenced awareness, dialogue, or behaviors. What did you learn?
- 4. Explore opportunities for scaling, repeating, or adapting your approach in new contexts.

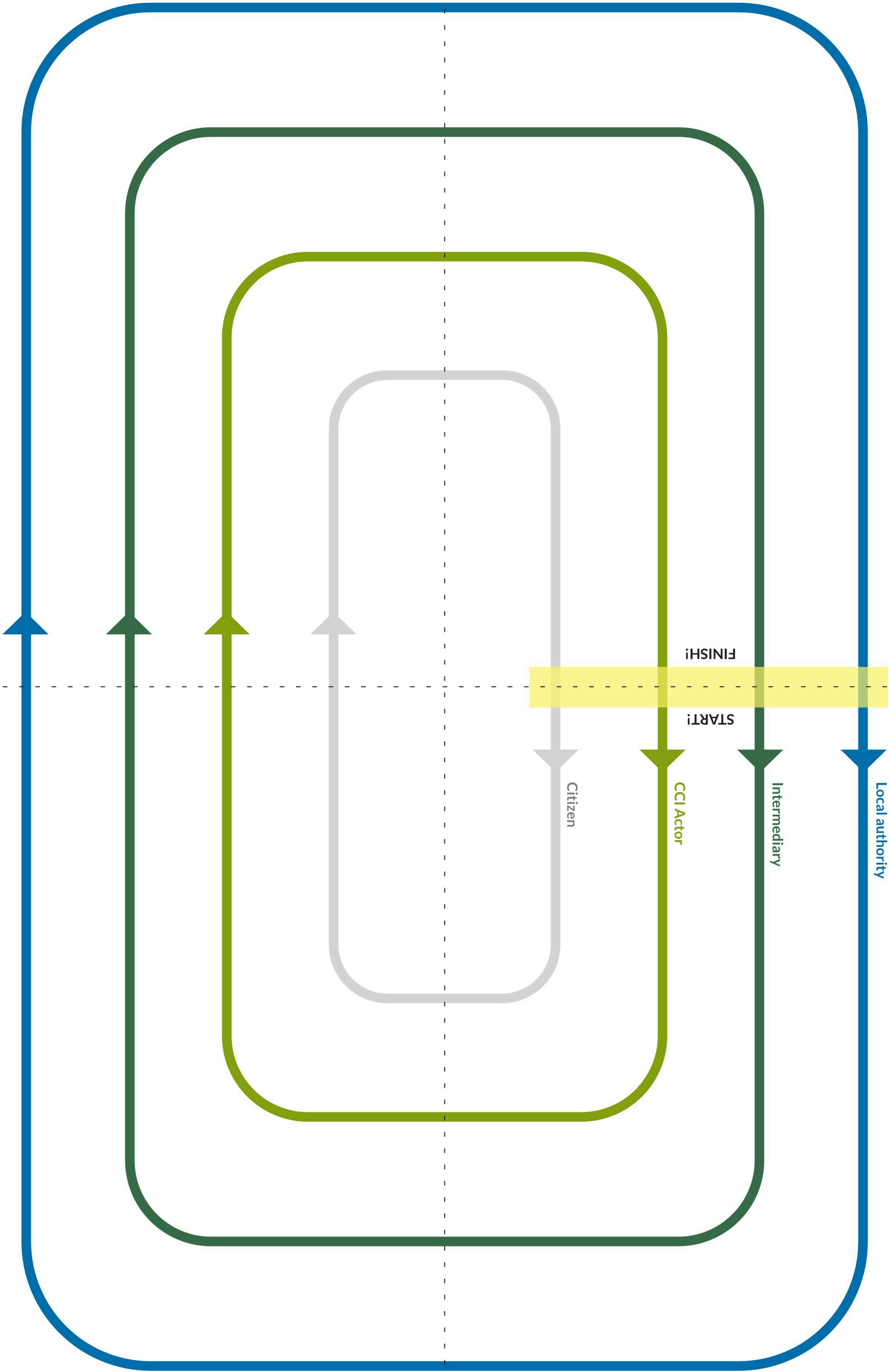
Key tools:

Value and Impact Frameworks
Action to Impact Canvas (revisited and updated)



4. EVALUATE

1. IDENTIFY



3. ACT

2. PLAN & LEARN