



SustainACT

Guidance Manual

FEBRUARY 2024

Deliverable

PROJECT ACRONYM	GRANT AGREEMENT #	PROJECT TITLE
HeritACT	101094998	Heritage Activation Through Engaging Experiences Towards Sustainable Development

D3.4 SustainACT Guidance Manual

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✓ P Public

P Confidential, only for members of the consortium and the Commission Services

Version History

REVISION	DATE	AUTHOR	ORG...	DESCRIPTION
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Statement of Originality

This deliverable contains original unpublished work except where clearly indicated otherwise. Acknowledgement of previously published material and of the work of others has been made through appropriate citation, quotation or both.

Summary

The following is a SustainACT guidance manual translated into English, Greek and Italian.

SustainACT is a tool for assessing and contributing to sustainable targets including the New European Bauhaus (NEB), European Green Deal (EGD) and Sustainable Development Goals (SDGs).

SustainACT is part of the innovative HeritACT digital toolkit which enables active citizen participation in reactivating their cultural heritage.

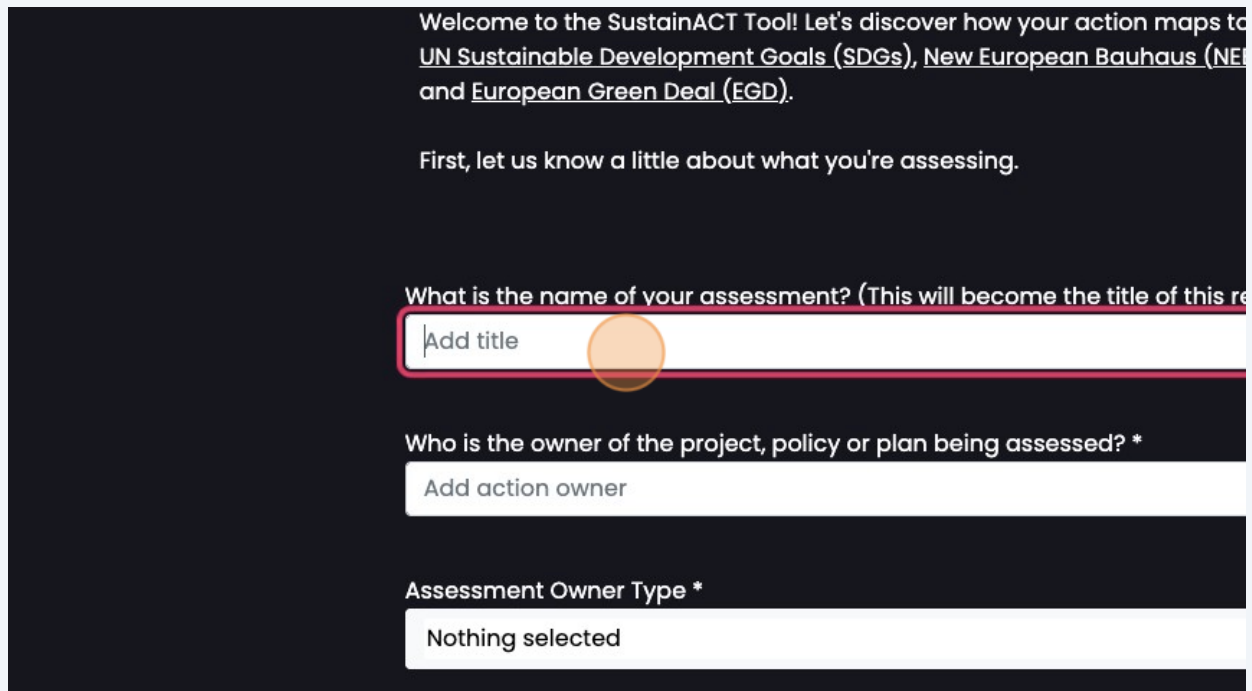
How to use SustainACT

This guide provides step-by-step instructions on how to use SustainACT, a tool for assessing and contributing to sustainable targets including the New European Bauhaus (NEB), European Green Deal (EGD) and Sustainable Development Goals (SDGs).

It explains how to navigate the website, fill in the required fields, choose relevant tags and targets, and provides tips for completing the assessment. The guide also highlights the option to export visuals and download a PDF report of the assessment.

1 Navigate to sustainact.tech

2 On the first page, fill in the fields. Fields marked with '*' are required. You can select multiple answers from dropdown menus.



Welcome to the SustainACT Tool! Let's discover how your action maps to [UN Sustainable Development Goals \(SDGs\)](#), [New European Bauhaus \(NEB\)](#) and [European Green Deal \(EGD\)](#).

First, let us know a little about what you're assessing.

What is the name of your assessment? (This will become the title of this report)

Who is the owner of the project, policy or plan being assessed? *

Assessment Owner Type *

3

Click "Continue" when finished. Click your browser's back button if you want to return to a page.

The screenshot shows the SustainAct assessment interface. At the top left is the 'SustainAct' logo. To the right is a yellow 'Continue' button with a right-pointing arrow. Below the logo is a white dropdown menu. Further down are two text input fields. The first field is labeled 'You are assessing' and has a character count of '982 characters'. The second field is labeled 'How many people are you assessing?' and has a character count of '971 characters'. Both fields are currently empty.

4

On the Tags page, choose the Tags that you think are most relevant to your assessment. Tags are themes and topics within the larger field of sustainable development. Hover your cursor over Tags to show a definition.

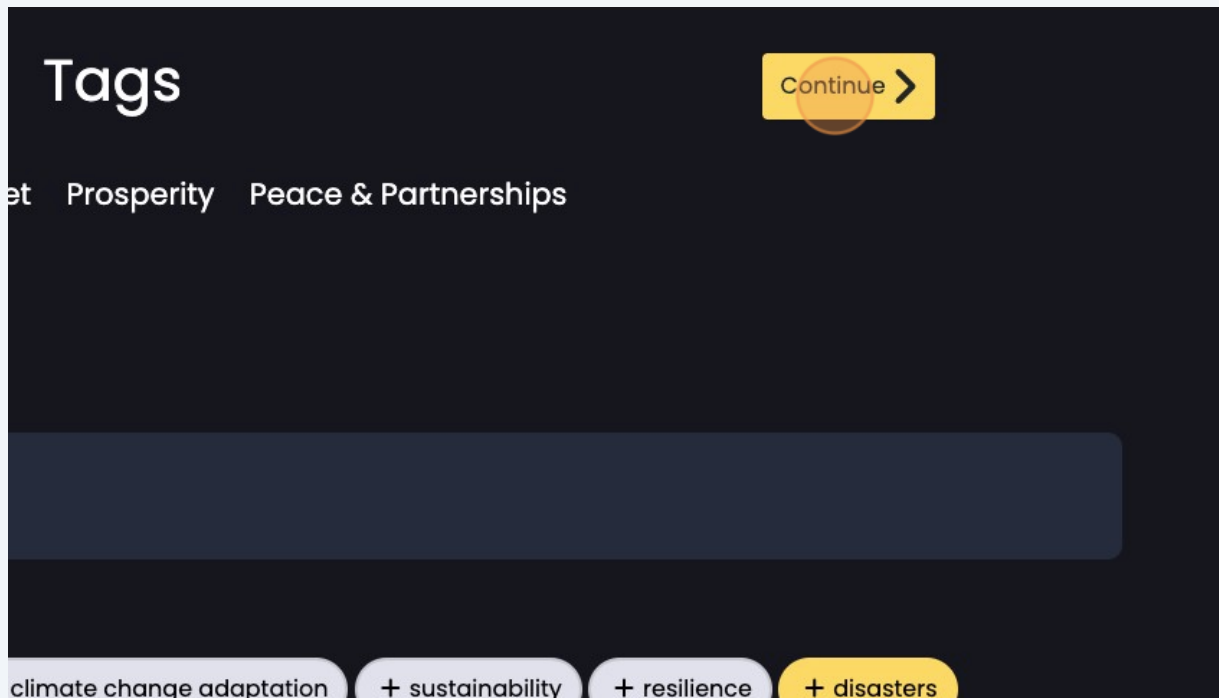
Scroll down the page for the full list.

Tip: Selecting 5-20 tags is normally enough.

The screenshot shows the 'Tags' page in SustainAct. At the top, there is a tip: 'Tip: Selecting 5-20 tags is normally enough.' Below this is a section titled 'People'. Under the 'People' section, there is a tooltip that says 'Persons under the age of 18 years.' pointing to the '+ children' tag. There are two rows of tags: the first row includes '+ children', '+ youth', '+ older persons', '+ indigenous peoples', and '+ persons with disabilities'; the second row includes '+ migrant remittances', '+ vulnerable people', '+ marginalized communities', and '+ communities'. Below the 'People' section is another section titled 'Leave No One Behind'. This section contains a row of tags: '+ equity', '+ equality / inequality', '+ human rights', '+ inclusive', '+ gender', and '+ people'. The '+ children' tag is highlighted with an orange circle.

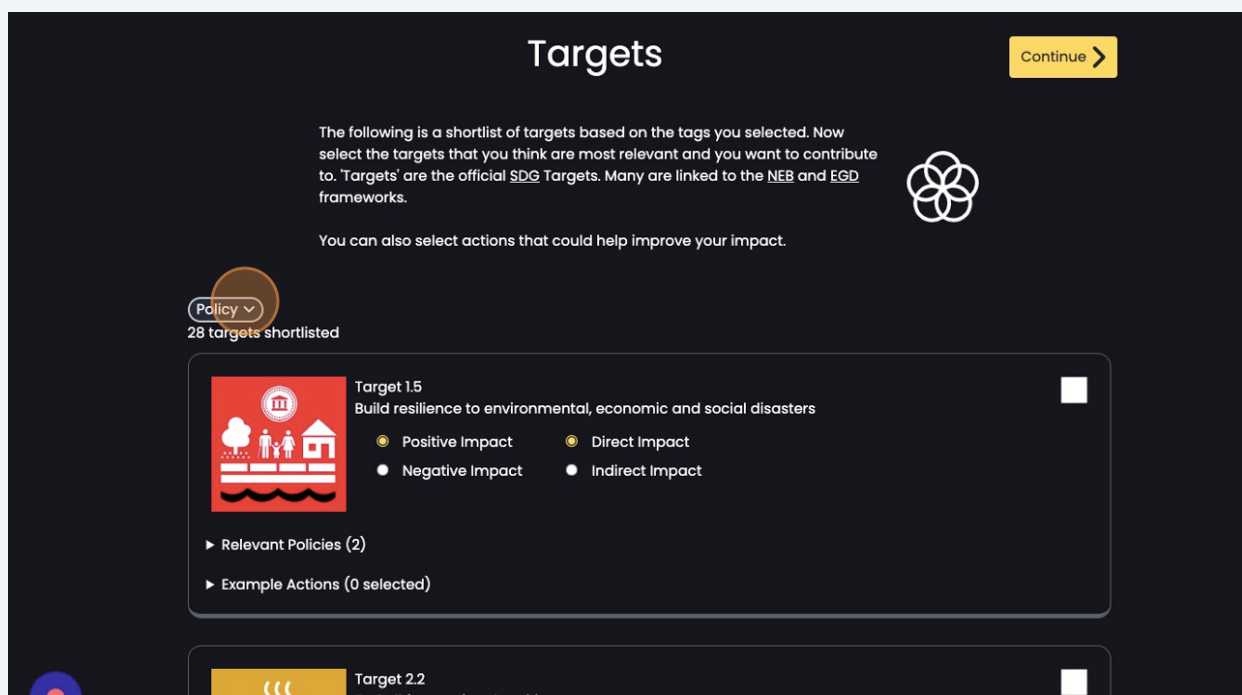
5

Click "Continue" when finished. Click your browser's back button if you want to return to a page.



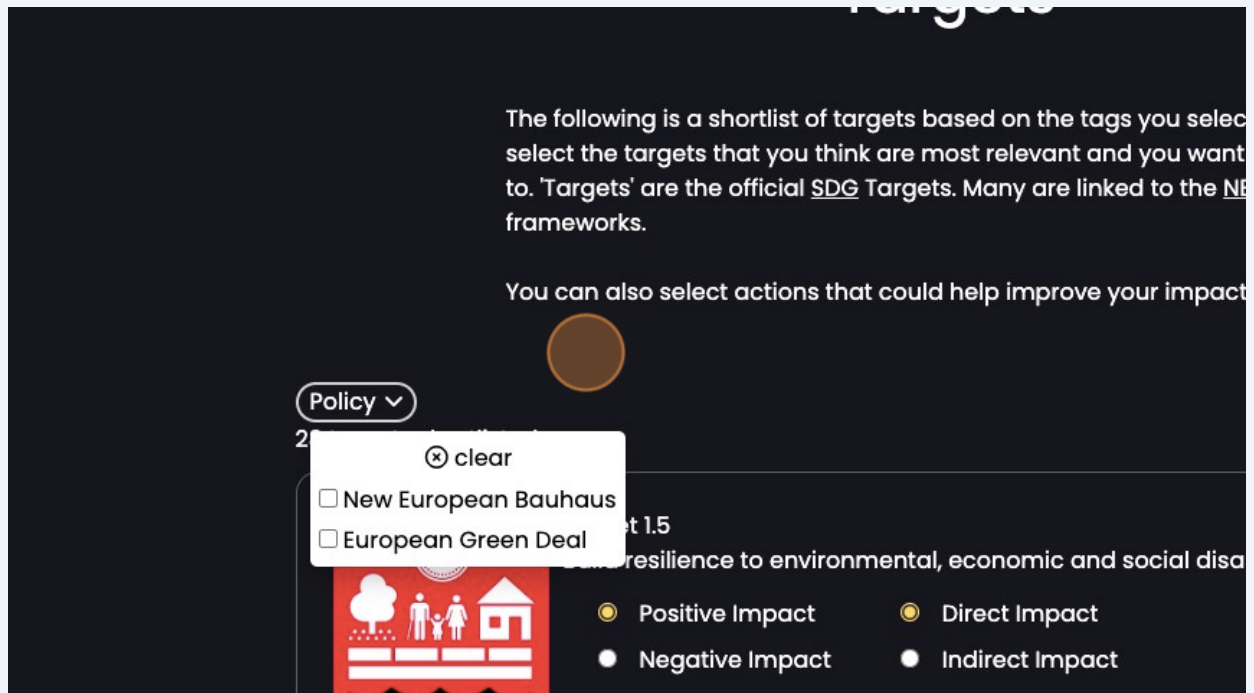
6

On the Targets page is a shortlist of Targets based on the Tags you selected. Now select the Targets that you think are most relevant and you want to contribute to. 'Targets' are the official SDG Targets. Many are linked to the New European Bauhaus (NEB) and European Green Deal (EGD) frameworks.



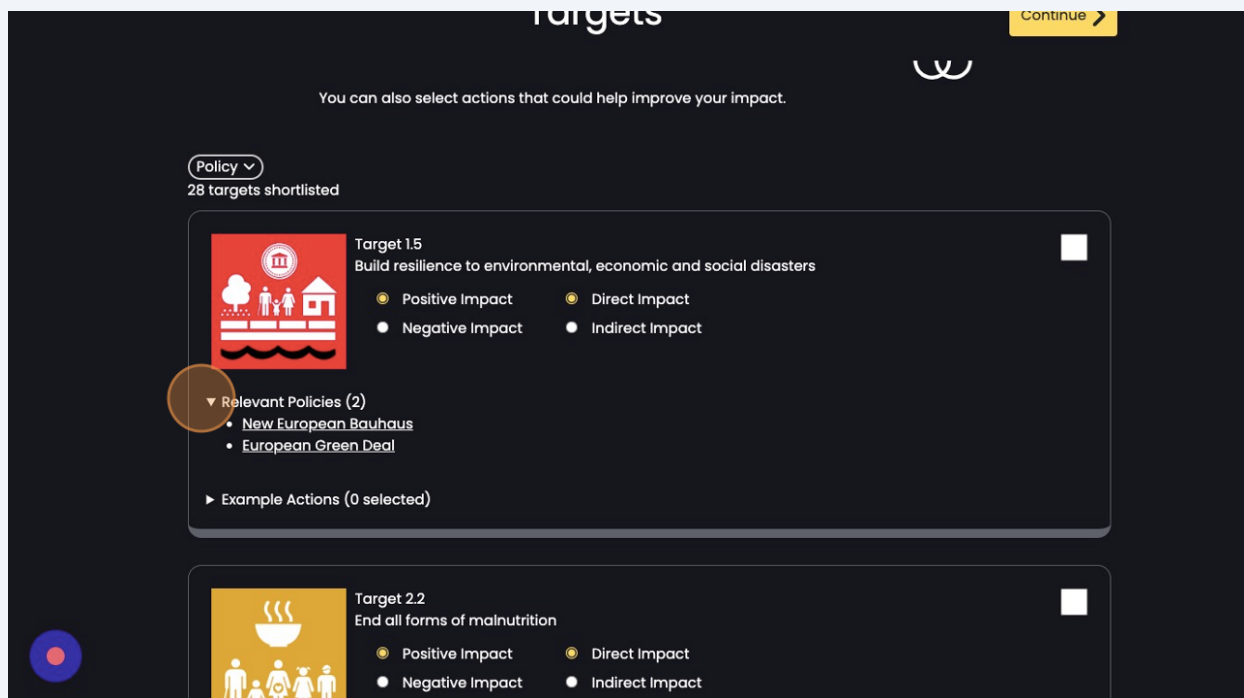
7

If you want to filter all the Targets based on if they are mapped to the NEB or EGD then select the 'Policy' button.



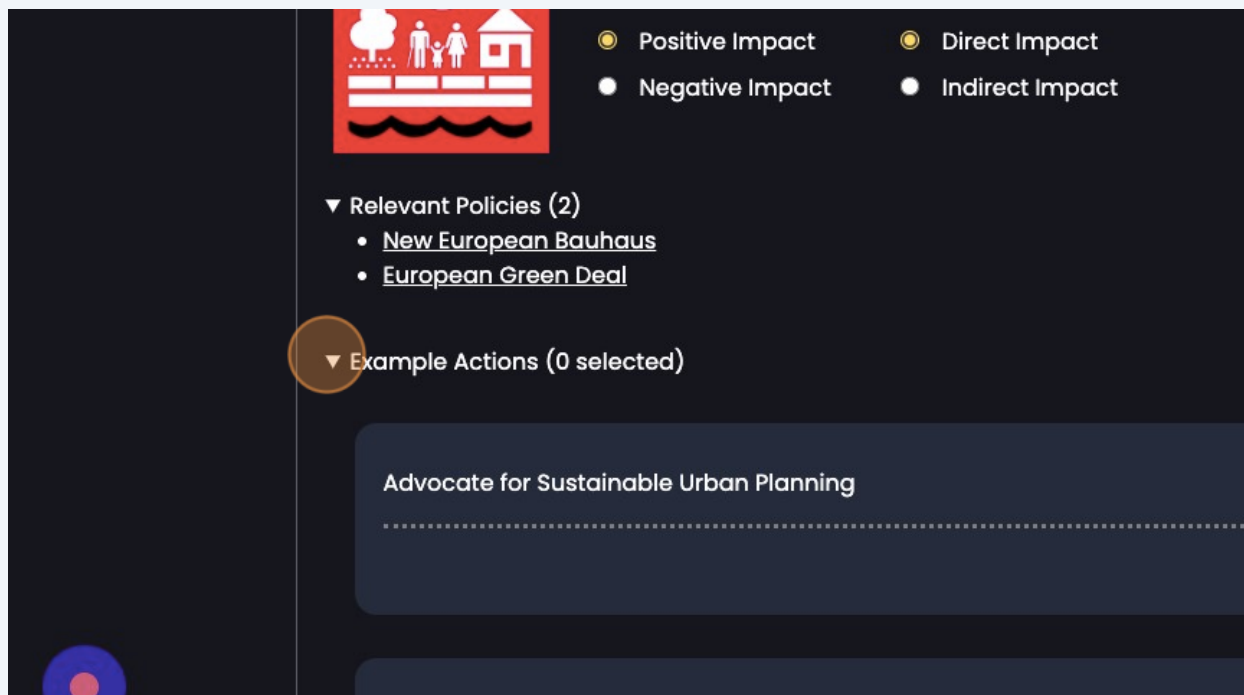
8

You can also discover which policies are mapped to a Target by selecting 'Relevant Policies' under each Target.



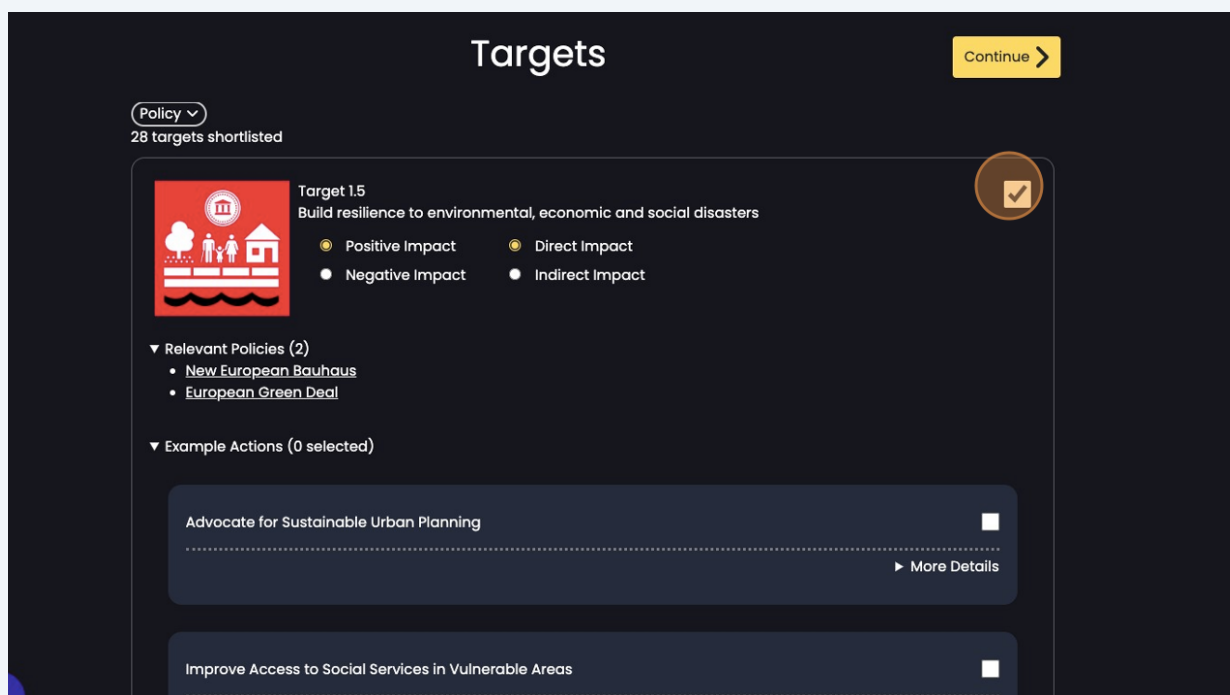
9

To discover example actions that could help contribute to a Target select "Example Actions"



10

If you think a Target is relevant and your assessment is contributing to it then select the tick box in the top right corner. You can also select if you think you will have a 'positive' or 'negative' impact on this Target. You can also select if you think you will have a 'direct' or 'indirect' impact on this Target.




11

If you want to record a relevant example action connected to a Target you can also select it.

Targets

Continue >



- Positive Impact
- Negative Impact
- Direct Impact
- Indirect Impact

▼ Relevant Policies (2)

- New European Bauhaus
- European Green Deal

▼ Example Actions (1 selected)

Advocate for Sustainable Urban Planning

More Details

Improve Access to Social Services in Vulnerable Areas

More Details

Design Resilient Infrastructure and Shelter

More Details

12 Select as many Targets that you think are relevant.

Note: to complete an assessment you do NOT have to select 'positive / negative' or 'direct / indirect' or any of the Example Actions.

Targets

Continue >

End all preventable deaths under 5 years of age

Positive Impact Direct Impact

Negative Impact Indirect Impact

Relevant Policies (0)

Example Actions (0 selected)

Target 3.6 Reduce road injuries and deaths

Positive Impact Direct Impact

Negative Impact Indirect Impact

Relevant Policies (0)

Example Actions (0 selected)

Target 4.1 Free primary and secondary education

13 Click "Continue" when finished. Click your browser's back button if you want to return to a page.

Targets

Continue >

Direct Impact

Indirect Impact

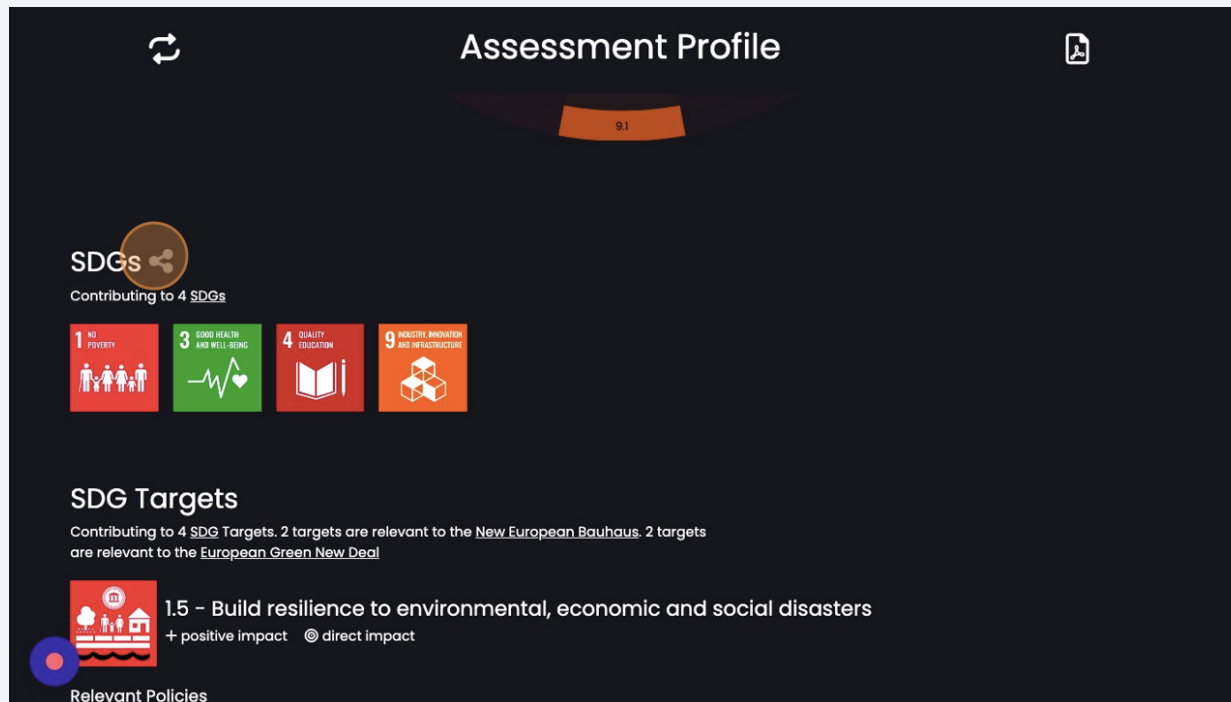
Resilient and inclusive infrastructures

Direct Impact

14

You have successfully completed your assessment. You can export certain sections marked with this symbol as PNG visuals.

Hover over the wheel infographic to discover the names of Targets and relevant policies.



15 You can also download your report as a PDF.

