

D8

Booklet for each Living Lab



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Authors:	Stefania Ragozino, Valeria Catanese, Federica Morra (CNR-IRISS), Emilia Pardi, Alessandro Riva, Francesco Massa (PUSH)
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EXECUTIVE SUMMARY

Deliverable 8 describes the explanatory and interpretative framework underpinning the digital Booklet *Your City, Your Lab!*, developed within the PS-U-GO project. Rather than functioning as a simple collection of outputs, the deliverable establishes the conceptual, narrative, and technical structure through which the activities and results of the four Urban Living Labs are communicated, ensuring coherence, accessibility, and long-term usability.

The deliverable frames the Booklet as a strategic communication and learning tool that documents not only final outcomes but also the participatory processes, intermediate steps, and experiential dimensions characterising the Urban Living Labs. By adopting a digital, web-based format, the Booklet enhances accessibility for young audiences, supports multimodal storytelling, and ensures durability and transferability beyond the project's lifetime.

The preparation of Deliverable 8, including the PS-U-GO Booklet, was grounded in a collaborative co-design process. CNR played a key role in the overall coordination and co-design process, contributing to the definition of the conceptual framework, narrative structure, and editorial criteria. PUSH was responsible for co-design and technical development, translating the shared vision into a functional, accessible, and updatable digital platform. In addition, the contents of the digital Booklet were developed through a structured co-creation process involving all project partners, who contributed textual, visual, and multimedia materials and participated in shared reflections on structure, narrative coherence, and editorial choices, as detailed in the deliverable.

Overall, Deliverable 8 provides the reference framework that supports the digital Booklet as a consolidated, reusable, and transferable resource, strengthening the visibility, dissemination, and long-term impact of the PS-U-GO Urban Living Lab experiences.

INTRODUCTION

1.1 Objective of the Deliverable

The objective of this deliverable is to present *Your City, Your Lab!*, the digital Booklet designed to document, communicate, and disseminate the activities and results of the four Urban Living Labs (ULLs) developed within the PS-U-GO project and accessible here: <https://www.psugo.eu/Booklet/>

The Booklet adopts the form of an interactive web platform, chosen as an alternative to a traditional PDF publication, to ensure wider accessibility, adaptability, and more effective engagement with young audiences. Importantly, the digital Booklet is conceived as a long-lasting resource, whose online presence will be maintained beyond the duration of the project. The architecture was conceived to be easily hosted, mirrored, or integrated into partner websites, institutional repositories, or project archives, without requiring ongoing technical maintenance.

This deliverable is included in the Work Package 3 (WP3), which focuses on the co-creation processes and youth engagement across the ULLs. It builds on the methodological foundations outlined in: D5 - PS-U-GO Urban Living Labs Methodological Framework; D6 - Validation Framework for Urban Living Lab Processes; D7 - Documentation of Urban Living Lab Activities. It also contributes to the communication and dissemination objectives that will also inform D11 - Communication and Dissemination Strategy.

Deliverable 8 defines the explanatory and interpretative framework underpinning the digital Booklet *Your City, Your Lab!*. Rather than functioning as a simple collection of outputs, the deliverable establishes the conceptual, narrative, and technical structure through which the activities and results of the four Urban Living Labs are communicated, ensuring coherence, accessibility, and long-term usability.

The deliverable frames the Booklet as a strategic communication and learning tool that documents not only final outcomes but also the participatory processes, intermediate steps, and experiential dimensions characterising the Urban Living Labs. By adopting a digital, web-based format, the Booklet enhances accessibility for young audiences, supports multimodal storytelling, and ensures durability and transferability beyond the project's lifetime.

The preparation of Deliverable 8 was grounded in a collaborative co-design process. CNR played a key role in the overall coordination and co-design of the deliverable, contributing to the definition of the conceptual framework, narrative structure, and editorial criteria. PUSH was responsible for co-design and technical development,

translating the shared vision into a functional, accessible, and updatable digital platform. In addition, the contents of the digital Booklet were developed through a structured co-creation process involving all project partners, who contributed textual, visual, and multimedia materials and participated in shared reflections on structure, narrative coherence, and editorial choices, as detailed in the deliverable.

Overall, Deliverable 8 provides the reference framework that supports the PS-U-GO Booklet as a consolidated, reusable, and transferable resource, strengthening the visibility, dissemination, and long-term impact of the PS-U-GO ULL experiences. Furthermore, it contributes enhancing the visibility of the D12 - Online Manual for Participatory Skills and the D15 - User-led Video Stories that will be directly linked to this platform.

By consolidating the ULL experiences in a digital and easily accessible format, this deliverable supports the project's broader goals of visibility, learning, and long-term sustainability.

1.2 The Role of the Booklet in the PS-U-GO Project

The digital Booklet serves multiple functions within PS-U-GO, supporting the project's participatory, educational, and dissemination objectives:

- *Dissemination tool*: It provides a clear and engaging overview of the ULL pathways, accessible to local communities, youth, schools, policymakers, and international audiences.
- *Educational resource*: The materials collected and displayed through the Booklet can support future training activities, mobility initiatives, and project developments beyond the PS-U-GO framework.
- *Multimodal archive*: By integrating photos, videos, maps, and co-creation materials, the Booklet operates as a rich and dynamic archive of the participatory processes carried out in the four ULLs.
- *Narrative and visual representation of PS-U-GO ULLs*: It documents not only final outcomes but also intermediate steps, challenges, learning experiences, and vignettes, reflecting the experiential and iterative nature of Urban Living Labs.

Through these functions, the digital Booklet contributes to knowledge transfer, youth empowerment, and the long-term valorisation of the PS-U-GO results.

1.3 The Added Value of the Digital Format

Choosing a digital format provides several added benefits that align with PS-U-GO's communication strategy and its focus on youth inclusion:

- *Accessibility and usability*: The web format is particularly suitable for younger audiences, offering intuitive navigation, readability on mobile devices, and immediate access without requiring downloads.
- *Scalability and update capability*: The platform can be expanded and updated over time, enabling the incorporation of further materials and future project outputs.
- *Integration of multimedia content*: Photos, videos, maps, interactive diagrams, links, and other media significantly enhance the communicative power and allow a richer representation of the ULL processes.
- *Higher communication impact*: Compared to a static document, the digital format supports visual storytelling and interactive learning, increasing the visibility and uptake of project outcomes.

By leveraging these advantages, the digital Booklet contributes to the long-term sustainability and dissemination of PS-U-GO's work, supporting both project partners and external stakeholders.

2. CONCEPT

2.1 Vision

The PS-U-GO digital Booklet *Your City, Your Lab!* is conceived as an engaging, accessible, and youth-oriented platform that communicates the experiences and outcomes of the four PS-U-GO ULLs through a shared narrative and visual structure.

The vision behind this deliverable is to develop a coherent yet flexible communication tool capable of representing the diversity of ULL activities while maintaining a strong and recognisable project identity. The platform adopts a light, inclusive, and visually driven narrative approach, suitable for young audiences and for users who benefit from multimodal communication formats.

A central principle guiding the Booklet is the intention to tell the process, not only the results, giving visibility to the iterative, experiential, and participatory nature of the ULLs. Through storytelling and visual communication, the Booklet strengthens PS-U-GO's capacity to reach diverse audiences and to support learning through the documentation of real-life experiences.

2.2 Objectives

The concept underpinning the digital Booklet responds to the communication, capacity-building, and youth engagement objectives of the PS-U-GO project. Specifically, the Booklet aims to:

- *Ensure coherence across the four ULLs* by presenting them through a shared narrative and visual structure aligned with the PS-U-GO methodology.
- *Communicate the ULL processes in an accessible and engaging way*, using concise texts and multimedia elements suitable for young audiences.
- *Document and highlight the participatory processes* undertaken in each ULL, making visible the iterative and experiential nature of the activities.
- *Provide reusable materials* that can support dissemination initiatives beyond the duration of the project and future training activities.
- *Strengthen the visibility and accessibility of the project's outcomes*, through a dynamic digital format capable of reaching diverse local and international audiences.

2.3 Target Groups

The digital Booklet is designed to engage a broad set of stakeholder groups who can benefit from the documentation and visibility of the ULL processes:

- *University students and young researchers*, as the primary audience for youth-oriented communication and learning activities.
- *Young professionals, civic organisations, and activists* involved in urban innovation processes, sustainable governance models, and participatory approaches aimed at facing the most urgent urban challenges.
- *Teachers and researchers*, who may use the Booklet as a methodological reference or as teaching material.
- *Local administrations and policymakers* from the ULL territories, who can draw inspiration for the processes and outcomes.
- *International communities working with Urban Living Labs*, interested in examples, tools, and approaches developed within PS-U-GO.

By addressing these target groups, the digital Booklet contributes to strengthening the project's outreach, supporting knowledge transfer, and promoting the broader European relevance of PS-U-GO.

3. CO-CREATION, STRUCTURE, AND CONTENTS

3.1 Co-Creation Overview

The development of the PS-U-GO Booklet was grounded in a collaborative co-creation process that involved all project partners and reflected the methodological principles adopted by the project. In line with consolidated Living Lab approaches—where innovation emerges through the active participation of multiple stakeholders, iterative cycles of reflection, and the integration of diverse forms of knowledge—the creation of the Booklet followed an open and participatory workflow. Rather than simply assembling outputs from the four Urban Living Labs, the process sought to translate their experiential and practice-based dimensions into a coherent and accessible digital format. CNR and PUSH have co-organised the structure of the Booklet and of the related deliverable, promoting different occasions of sharing with all the partners ideas and drafting through close cooperation and constant update with all the partners. A shared file and a series of folders per each section of the Booklet, and each ULL have been circulated through partners to collect all the materials necessary to populate the digital Booklet.

The work unfolded through continuous exchanges among partners, combining the collection of textual, photographic, and multimedia materials with a shared effort to articulate a common narrative and visual identity. This iterative and user-centred approach, consistent with the principles highlighted in living lab literature, allowed the PS-U-GO Consortium to refine tone, clarity, and accessibility in line with the project's youth-oriented communication strategy. The synchronisation of textual and visual components was not a technical step alone, but part of a broader co-design effort aimed at ensuring that the Booklet conveys the richness and diversity of the ULL processes in a way that is both engaging and methodologically robust.

Through this collaborative process, the digital Booklet became not only a communication product but also an expression of the project's core values: shared responsibility, continuous learning, and collective authorship of knowledge co-creation. The outcome reflects the living lab ethos of co-creation in real-life settings, demonstrating how diverse contributions can converge into a unified and meaningful representation of the PS-U-GO journey.

Building on this collaborative foundation, the digital Booklet *Your City, Your Lab!* has been designed as a user-friendly and visually engaging website that facilitates intuitive access to the activities and outcomes of the four Urban Living Labs. The structure of the platform reflects both communication needs and methodological considerations: it organises content in a clear and accessible way, while making the participatory and process-based nature of the ULLs immediately visible to users.

The website adopts a simple two-level navigation architecture that guides visitors through the main components of the Booklet. From the homepage—where the project identity and key entry points are introduced—users can move seamlessly to the dedicated pages of each ULL or explore the section outlining the shared PS-U-GO methodology. This navigational clarity is particularly important for young audiences, who may access the platform from different devices and through varied levels of familiarity with project content.

Each ULL page follows a common narrative structure that reflects the six phases of the PS-U-GO methodology. This shared framework not only ensures coherence across the four contexts but also underscores the project’s emphasis on process documentation. By presenting the ULLs through a unified sequence of steps, the Booklet highlights the iterative and experiential dimensions of the work, enabling users to appreciate how ideas, experiments, and showcases emerged within each territorial setting.

3.2 Content Structure

The homepage introduces the digital Booklet through the claim “Your City, Your Lab!”, emphasising the value of participation and co-creation. The homepage functions as the main entry point for users, guiding them toward the narrative of each Living Lab (Figure 1). It includes:

- A link to the PS-U-GO project website;
- A brief synthesis of the PS-U-GO project;
- A navigation menu to the sections;
- A short welcome text presenting the PS-U-GO Urban Living Labs and rationale;
- A slider of the four PS-U-GO ULLs;
- A brief presentation of the PS-U-GO Methodology.



Figure 1: The PS-U-GO Booklet home page

The core of the PS-U-GO Booklet is the narrative of the four Urban Living Labs based in Nicosia (CY), Cottbus (DE), Petralia Sottana, and Naples (IT). Each ULL page is organised according to a uniform structure based on the PS-U-GO methodology that enhances coherence and usability (Figure 2). Each ULL page contains the description of each step through texts, photos, videos, links to multimedia material, digital maps, and social media. Attention was dedicated to tools and methods used, and actors involved in the ULL. A final list of credits shows the acknowledging contributors and partners. This structure ensures clarity and homogeneity while allowing for the inclusion of diverse materials generated within local processes.

The methodology section explains the conceptual and operational framework of the PS-U-GO Urban Living Labs including a brief overview of the PS-U-GO methodological framework, referencing Deliverables D5 and D6, the description of the six phases shared across all ULLs presented also through diagrams, supporting visual clarity and accessibility for young audiences.

Discovering places, stories, and challenges *STEP 2 Exploration*

The Exploration phase was when the ideas and values defined in the Living Lab Manifesto took shape on the ground. With the “Era di Maggio” campaign (May–June 2025), the group set out to map the accessibility, usability, and overall enjoyment of Naples’s liminal coastal areas—those thresholds between city and sea where rights, landscapes, and everyday practices intersect.

Guided by four key concepts—liminal areas, accessibility, usability, and enjoyment—participants followed a shared workflow using collaborative and GIS-oriented tools. They first co-built a preliminary map on Google My Maps, identifying sea access points, coastal paths, and liminal zones.

Field explorations with Mare Libero Napoli across Bagnoli, Posillipo, City Centre, and San Giovanni a Teduccio allowed the group to collect geolocated data through Epicollect5, documenting barriers, environmental conditions, and the real state of each coastal segment. Back in the lab, the team collaboratively reviewed and enriched the dataset and used MIRO to organise evidence and classify issues and opportunities.



Figure 2: The PS-U-GO ULLs page, here the Naples ULL – Step 2

3.3 Types of Materials Featured on the Site

The digital Booklet integrates multiple material formats to support accessibility and enhance communication impact. These include short narrative texts written in clear, youth-oriented language; high-resolution photographs documenting the ULL activities; short videos and social media clips illustrating workshops and events; sketches, maps, and other visual materials produced during co-creation activities; links to external documents and resources made available by project partners. This multimodal approach aligns with the project’s objective to engage young audiences and to provide a rich archive of the ULL processes.

3.4 Editorial Criteria

The content presented in the digital Booklet follows shared editorial criteria to ensure consistency and clarity across the platform. Partners paid attention to have a clear and non-academic language to enhance accessibility for young readers; focusing on experiences highlighting actions, processes, and participation; making harmony across all ULLs, ensuring coherence in structure and tone; including materials created by participants reflecting the participatory nature of the project. These criteria guide both textual and visual components and contribute to a unified project identity.

4. TECHNICAL FEATURES

4.1 Platform Choice

The PS-U-GO Booklet website has been developed as a static HTML website, using the Bootstrap framework for layout and interface components. Unlike the main project website, a deliberate decision was made not to adopt a CMS-based solution for the Booklet. This choice was driven by the objective of ensuring long-term sustainability and durability of the digital output; ease of reuse and replication by project partners; and independence from server-side technologies, databases, or frequent software updates.

As a static resource, the Booklet can be easily hosted, mirrored, or integrated into partner websites, institutional repositories, or project archives, without requiring ongoing technical maintenance. The platform is technically updateable; however, updates will be optional and limited to curated milestones (e.g., final publication, errata releases, or major project-level consolidations), rather than continuous maintenance.

4.2 Responsive Design

The website follows mobile-first and responsive design principles, implemented through Bootstrap's grid system and responsive components. Navigation and content layout adapt fluidly across smartphones, tablets, and desktop devices, ensuring clear readability of textual content; consistent visual hierarchy; and smooth interaction with multimedia elements. This guarantees reliable access to the Booklet in diverse usage contexts and on a wide range of devices.

4.3 Accessibility

Accessibility considerations have been integrated into the website in line with the principles of the WCAG (Web Content Accessibility Guidelines), with a focus on practical and testable measures. In particular, the Booklet adopts concise and well-structured texts; clear headings and section hierarchies; descriptive alternative text for informative images; and color schemes with sufficient contrast for readability.

Beyond general good practices, the website includes the following verifiable commitments:

- WCAG 2.1 AA and WCAG 2.2 AAA alignment (where feasible): interface patterns and content structure are implemented with the objective of meeting WCAG requirements, acknowledging that compliance also depends on the nature of third-party assets and embedded services.
- Semantic structure and landmarks: consistent use of headings (H1–H3) and meaningful document structure to support screen readers and quick navigation.
- Accessible navigation: clear navigation patterns, logical reading order, and interactive elements designed to be usable without reliance on a mouse.

Keyboard operability and focus visibility: interactive components are operable via keyboard, and visible focus states are ensured for links, buttons, and navigation controls. • Text alternatives: informative images include descriptive alt text; decorative images use empty alt attributes where appropriate. • Color contrast and readability: color choices and typographic hierarchy support legibility across devices and common viewing conditions. • Responsive behavior without loss of content: layout and content remain accessible and readable across breakpoints, avoiding hidden essential content on mobile.

Automated accessibility checks were run using the WAVE (Web Accessibility Evaluation Tool). At the time of review, the website achieved an AIM accessibility score of 10/10 on the homepage and ~9.8/10 on the remaining pages, indicating a strong baseline in terms of detectable issues and best-practice patterns. Automated results are complemented by basic manual keyboard checks (navigation operability and focus visibility), addressing aspects that automated tools may not fully capture.

4.4 Content Management, Maintenance, and Updateability

As a static website, the PS-U-GO Booklet does not rely on a content management system. Content updates are managed through direct editing of HTML files and media assets, following internal coordination and validation among project partners.

Once published, the Booklet requires no routine maintenance, software updates, or security interventions typical of database-driven platforms. Any future changes will be optional and implemented only at curated milestones (e.g., corrections, final asset consolidation, or accessibility improvements identified during review). This approach ensures stability of the published content; long-term availability beyond the project lifetime; and straightforward reuse and dissemination across partner platforms. The technical setup aligns with the Booklet's role as a final, consolidated project output, designed to remain accessible and usable over time.

4.5 Privacy, GDPR, and Embedded Services

The Booklet is designed to minimize personal-data processing by default. In particular: • Cookies/analytics: the website uses standard Google Analytics (basic usage metrics) to monitor aggregated traffic and improve the usability of the Booklet. Analytics is kept minimal (no profiling objectives) and is accompanied by clear disclosure and, where required, consent mechanisms in line with GDPR and ePrivacy requirements. Data collection is limited to what is necessary for basic performance monitoring and reporting. • Embedded media: if third-party embeds are used (e.g., video platforms), they will be implemented with privacy-conscious options where available and clearly indicated to users, as embedded services may involve third-party requests. • Privacy information: the website provides a short privacy notice clarifying which analytics

and/or external services are in use, the purpose of processing, and how users can exercise relevant rights

4.6 Copyright, Licensing, and Image Consent

All original contents of this booklet produced within the framework of the project (including texts, photographs, images, graphics, and layout), unless otherwise specified, are released under the Creative Commons Attribution–NonCommercial–ShareAlike 4.0 International (CC BY-NC-SA 4.0) license.

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4.7 Transferability and Replication Guide

To maximize transferability and reuse, the Booklet will be distributed as a standalone static package and published in a dedicated GitHub repository, released under a Creative Commons license (where applicable). This enables partners and third parties to download and reuse the booklet with minimal effort.

Reusable components:

- Complete folder-based structure (HTML/CSS/JS/assets)
- Shared navigation and layout components (templates, header/footer patterns)
- Editorial rules (heading hierarchy, text conventions, alt-text and credits guidelines)
- Media checklist (formats, naming conventions, compression and attribution metadata)

Replication steps (copy → replace → publish):

1. Download the repository (ZIP) or clone it from GitHub.
2. Copy the folder structure and replace texts and media assets following the templates and checklists.

3. Update basic metadata (title, description, language attributes, credits, accessibility statement).
4. Publish by uploading the files to any static hosting environment (institutional web space, partner websites, repositories/archives, or any standard web server).

Because it is a static website, replication requires no database, no server-side stack, and no CMS installation—only file hosting.

5. CONCLUSIONS

The digital Booklet *Your City, Your Lab!* stands as a long-lasting tool that extends the impact of PS-U-GO beyond the duration of the project. By adopting a flexible and scalable digital format, the Booklet can evolve over time, incorporating new materials, updates from the Urban Living Labs, and future developments arising from ongoing youth engagement and co-creation activities. Its capacity to grow alongside the ULLs ensures that the platform remains relevant and reflective of the dynamic processes it documents.

As a communication and dissemination resource, the Booklet contributes significantly to the European visibility of PS-U-GO project. Its accessible structure, multimodal content, and alignment with the project website enhance outreach at local, national, and EU levels, supporting the project's ambition to promote youth participation, inclusive urban governance, and co-creation practices across the continent.

The Booklet also represents a valuable asset for educational and mobility initiatives. The materials included—texts, images, tools, and multimedia—can be used in training programmes, student mobilities, workshops, and future projects inspired by the PS-U-GO approach. Its open and adaptable nature makes it suitable for partners' exploitation, educators, and stakeholders interested in fostering collaborative and practice-based learning environments.

Overall, *Your City, Your Lab!* provides a durable and adaptable output that consolidates the achievements of the four ULLs and supports the ongoing diffusion of the PS-U-GO methodology, contributing to sustained engagement, knowledge transfer, and future innovation in youth-led urban action.