



STEAM

Artistic

Residences

PARTICIPATION RULES

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Foreword

The City of Aveiro is strongly committed to encourage the digital transformation of its territory sustained by the local strategy Aveiro Tech City. To this end, the investment on STEAM Education is a crucial cornerstone of the City of Aveiro's political strategy to develop a region knowledge-based and to prepare the new generations with the relevant skills to succeed in the digital era.

The Municipality intends to continue the work developed in the EDUCATIONAL COMMUNITY which, besides providing knowledge and integrated mastery of the STEAM areas (Science, Technology, Engineering, Art and Mathematics), emphasize the importance and explore the "A" of the ARTS in this process, advancing with artistic and creative leadership contents, keeping the holistic concept of the integrated use of the remaining areas.

In this context we intend to make the strategic connection with the CREATIVE AND CULTURAL SECTOR, promoting integrated and concerted training processes and, also creating interaction networks and the exchange of good practices with other European cities, bringing, the added value to all those involved in the process.

The STEAM Artistic Residences aim to realize this ambition, through the involvement of artists, teachers and students from different countries in the same creative process.

This action arises in a context of European collaboration, in a first phase with the city of Oulu (Finland), with the aim of constituting in the near future, a network of European cities for sharing knowledge and experiences in the area of STEAM Education.

CHAPTER I

GENERAL Rules

Article 1

Object

1. This document outlines the rules in relation to the submission of applications to the STEAM Artistic Residences, promoted by the Municipality of Aveiro.

2. The STEAM Artistic Residences aim to promote, in the Educational Community of the Municipality of Aveiro, the development of artistic content using the STEAM methodology, involving artists, teachers and students in the same project. Simultaneously, in a collaborative and concerted way, another European city (Oulu in Finland – European Capital of Culture in 2026) will undergo the same process, providing that everyone involved experiences the same creative process.

Article 2

Objectives

STEAM Artistic Residences is an initiative that aims to:

- a) Emphasize the importance of the "A" of Arts in learning processes with STEAM methodology;
- b) Provide school dynamics of co-creation between artists, teachers and students using STEAM materials and methodology;
- c) Provide knowledge and mastery of STEAM methodology in artists, teachers and students;

- d) Encourage the creation of artistic products using STEAM methodologies;
- e) Create spaces of artistic co-creation between various European cities.

Article 3

Definitions

1. For the purpose of the current rules, should be considered the following definitions:

«**STEAM**» - English language name for an educational program that involves Science, Technology, Engineering, Art and Mathematics in an integrated manner; «**Tech Labs**» - Spaces for STEAM experimentation and learning, provide students to interact with electronics, robotics, tools, various machinery and 3D printer, to practice and acquire new skills, to consolidate critical thinking, to promote collaborative work and problem solving, apply the learning and thus truly “learn by doing”.

Article 4

Beneficiaries

STEAM Artistic Residences is addressed to all entities in the cultural and creative sector, headquartered in one of the 11 municipalities in the Region of Aveiro, which develop or intend to develop artistic activity using the STEAM methodology.

Article 5

Educational Context

1- Within the scope of this initiative, one Intermediate school of the Municipality of Aveiro, will be the target of intervention, which will involve two teachers and one or two classes in the process.

2- A Tech Lab space will be available at the educational establishment where artists, teachers and students will be able to develop their work using the various equipment and support materials available to implement STEAM educational dynamics.

Article 6

Partner City

During the school year 2023/2024, STEAM Artist Residencies will be implemented collaboratively with the Finnish City of Oulu.

Article 7

Schedule and stages

This initiative will be implemented according to the following timeline:

- a) **Until October 06th, 2023** | Application for the Cultural and Creative Sector Entity
- b) **Until October 20th, 2023** | Selection of the Cultural and Creative Sector Entity
- c) **Until November 03rd, 2023** | Preparatory meetings for the start of the initiative
- d) **November 2023 to May 2024** | Project implementation with all the agents involved, entity from the cultural and creative sector, teachers and students, in articulation with Oulu, includes travel, periodic contacts and sharing of experiences;
- e) **May and June 2024** | Presentation of final results.

CHAPTER II

APPLICATION

Article 8

Candidate Requirements

1. Only legally constituted entities, that develop work in the artistic and creative area are eligible and additionally need to meet the following requirements:
 - a) Have one of the following legal forms:
 - i) Cultural and Recreational Associations
 - ii) Micro and Small Businesses
 - iii) Individual Entrepreneur
 - b) Have knowledge in Portuguese and English.
2. All areas of artistic expression will be considered.

Article 9

Application submission and deadlines

Applications for STEAM Artistic Residences must be submitted until 23:59 of **06th of October 2023**, to the email address aveirotechcity@cm-aveiro.pt, containing the Application Dossier.

Article 10

Application documents

The Application Dossier must be submitted in digital format, in English, with no more than 10 pages and must contain the following:

- a) Bio or CV, with name, telephone number, address, email and Tax Identification number;
- b) Citizen Card, Passport or any other form of date of birth evidence;
- c) Motivation letter (500 words) containing: (1) importance of participation in the initiative in their personal and professional development process (2) project and ideas which the candidate would like to develop; (3) referencing, when applicable,

other projects in which they are involved; (4) links for visualization platforms of candidate's website, videos or images in web platforms or networks;

d) Project presentation;

e) Portfolio;

f) Declaration to authorize the use and dissemination of images and information of projects, contents and work process created within the scope of this initiative, for communication purposes of the Aveiro Tech City.

g) Declaration in which the candidate commits to follow the entire process, in accordance with what is described in the present normative.

Article 11

Invalid application

Applications that do not comply with the provisions of Articles 8, 9 and 10 of the Participation Rules will be considered invalid.

Article 12

Selection Process and Evaluation

1. In this Edition of STEAM Artistic Residences, only one candidate will be selected to integrate the initiative.

2. The submitted applications will be evaluated by a Jury, considering the following criteria, score and percentage:

Selection Criteria	Score	Percentage
Project		
Contents to be developed	(1-10)	30%
Quality of the projects presented in the portfolio	(1-10)	40%
Motivation and experience in implementing educational projects	(1-10)	30%

Article 13

Jury

1. The selection will be conducted by a Jury composed by five elements:
 - a) Representative of the Municipality's Economic Development and Innovation Division;
 - b) Representative of the Municipality's Culture and Tourism Division;
 - c) Representative of Teatro Aveirense;
 - d) Representative of the Fábrica Centro de Ciência Viva de Aveiro/Universidade de Aveiro;
 - e) Representative of the Municipality of Oulu.
2. The Jury evaluates candidacies based on the information provided in the Application Dossier and according to the candidacy evaluation and selection criteria.
3. The Jury decision is sovereign and there is no appeal.

CHAPTER III

FINANCING

Article 14

Project Financing

1. The participation prize for the cultural and creative sector entity is awarded according to:
 - a) Prize Value: 4000€ (four thousand euros);
 - b) If a project is withdrawn, the entity will have to return the amount received.
 - c) The participation prize will be paid by bank transfer to an account indicated by the winners.
 - d) Any fees or taxes applied to the award, under legal terms, are supported by the awarded entity.
2. The organization will support the costs with:
 - a) Allocation of materials to the school for project implementation up to a maximum amount of €2,500 (two thousand and five hundred euros);
 - b) Travel and accommodation for the Aveiro delegation (including teacher, students and awarded entity) in the exchange with the city of Oulu up to a maximum amount of €5,000 (five thousand euros);
 - c) Other expenses necessary for the implementation of the project, up to a maximum amount of 500€ (five hundred euros).

Article 15

Final Evaluation Report

1. At the end of the project's implementation, the final report will request a reference to all the stages of the project and the actions that integrated them, as well as the presentation of expenses incurred and evidence of the entire process.

2. After project's implementation, it will be requested a final report referring all project stages and actions that involved them, as well as the presentation of the expenses incurred and evidence of the entire process.
2. It will also be necessary to present a list and evaluation of the moments of collaborative work developed with the Oulu team.
3. The Educational Establishment involved will also be asked to evaluate the project as well as to present proof of expenses incurred in the same scope.

CHAPTER IV

GUIDING PRINCIPLES

Article 16

Guidelines for the work to be developed

1. During Project execution, the work to be developed must be structured in such a way as to guarantee the execution of the following:
 - a) Kick-off Meeting with all locally involved stakeholders (September);
 - b) An initial Project Meeting with the team from Aveiro and Oulu – Awarded Entity and Teachers (October);
 - c) One monthly meeting with the artist/awarded entity from Oulu;
 - d) One monthly joint meeting with all Professors and awarded Entities;
 - e) Two monthly moments in a classroom context;
 - f) One Final Event to present the developed contents/exchange.
2. Other work moments should be promoted in addition to the ones required, whenever necessary for the proper execution of the project.

3. All collaborative moments must be defined in advance at the beginning of project implementation, according to the availability of all participants.

Article 17

Duties and Responsibilities of the Awarded Entity

1. The awarded entity must:

- a) Comply with the provisions contained in these participation rules and other guidelines given by the Project Support Team (Article 16);
- b) Actively participate throughout the process, supporting and encouraging everyone involved;
- c) Ensure all technical support to the teachers involved, guaranteeing and supervising the work developed in the classroom context;
- d) Previously test the viability of the products/artistic creations to be developed by teachers and students.

Article 18

General Duties of the Educational Establishment

1. The teachers referenced by the Educational Establishment should follow the project through the guidelines and work structure shared in Article 13.2. Ensure the necessary conditions for the work to be carried out in the classroom with the students;
3. Teachers should promote the continuity of the work by the students besides from the working moments with the Artist;
4. They must ensure the acquisition of the necessary material for the proper execution of the work/artistic product to be created.

Article 19

Support Team

1. A support team will be created to monitor the entire logistical and creative process of the initiative, consisting of the following elements:

- a) 1 Technician from the Aveiro City Council | Logistical process;
- b) 1 STEAM Technician at the Centro de Ciência Viva/UA Factory | Creative process.

CHAPTER V

FINAL DISPOSITIONS

Article 20

Final dispositions

1. The intellectual property of the contents developed will belong to the Entity/Awarded Candidate.
2. It is already accepted by the awarded entity to publish communication contents from the various moments of the project to disseminate the activities with the community and the general public, always indicating that it is an initiative promoted by the Municipality of Aveiro within the scope of the Aveiro Tech City Initiative, this entity reserving the right, as organizer, to publish the same without any prior notification.
3. If there is any force majeure setback, the awarded entity must promptly communicate it to the Project Support Team and via email aveirotechcity@cm-aveiro.pt

Article 21

Omissions



Any situation not foreseen in these Participation Rules, as well as any doubts or problems that may arise during the project, must be communicated by email (aveirotechcity@cm-aveiro.pt) to the organization that will act accordingly.