



MTF Labs

Music Tech Fest Aveiro

Participation Rules

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FOREWORD

Aveiro Tech City initiative aims to prepare the local community to a future smart city based on knowledge. To this end, investment in human resources training regarding STEAM competences (Science, Technology, Engineering, Arts & Mathematics), assumes a fundamental pillar in the digital transformation of the city, in the attraction and retention of talent and in the preparation of these human resources for the labor market demands in terms of digital skills and so that they can contribute to the development of more competitive and resilient territories and cities.

In parallel, the intersection of arts with other traditional fields of expertise, such as engineering, mathematics and technology, will leverage the local ecosystem towards different areas of works and add cultural value to the community

MTF Labs - a six-day innovation prototyping event that brings together a select group of experts from the Music Tech Fest global community working together with a local group of participants. During these days, participants gather ideas and tools from different concepts, creating new projects, aesthetic approaches and collaborations, with the projects developed culminating in the demonstration of the newly created works for the invited audience.

Creative thinking, technology and invention are the pillars of collaboration which is focused on investigate what makes us better humans and to reinvent the way we interact, collaborate, create and communicate with each other.



MTF Labs Aveiro 2022 Participation Rules

MTF Labs is also presented as a very important piece of Aveiro's application for the European Capital of Culture (ECoC) in 2027, supporting the development of creative industry, enhancing the connection and co-creation projects within the local economy and simultaneously promoting the attraction and retention of talent.

The 2022 edition of MTF Labs, in line with the new European initiatives linked to creativity and interdisciplinary, will be dedicated to the themes of beautiful, sustainable and collaborative/Inclusive.

CHAPTER I - GENERAL RULES

Article 1.º - Object

This document outlines the rules in relation to the submission of applications to the MTF Labs Aveiro 2022 edition, promoted by the Municipality of Aveiro.

Article 2.º - Objectives

MTF Labs Aveiro 2022 is an initiative that aims to:

- a) Promote and support the STEAM skills' programmes in the local community.
- b) Promote and support the development of disruptive approaches and methodologies.
- c) Encourage the exploration and piloting of inter-disciplinary dynamics.
- d) Instigate the lateral thinking mind-set and intersection between arts and other areas.
- e) Attract and retain innovative and technology based companies in Aveiro ecosystem.
- f) Promote and fixate people and talented professionals in the area Aveiro Region.

Article 3.º - Definitions

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

- a) «Labs» - Workshops and hands-on sessions conducted by Music Tech Fest team.
- b) «Organisation» - Management of the programme conducted by the Music Tech Fest, responsible for its operationalisation, methodological approach, conceptualisation

and aesthetic conception, and by the City of Aveiro, which provides local support for its implementation.

- c) «*Project*» - Group of structured and correlated activities and tasks with the objective to develop a new service/product, a new process/market, new methodologies/organisation and new artistic installations/outcomes.
- d) «*Participants / local innovators*» - People aged 18 or more taking part in the initiative.

Article 4.º - Beneficiaries

1. The MTF Labs 2022 is addressed to participants aged 18 or older.
2. The MTF Labs organisation encourage and welcome participants from various academic and professional backgrounds, namely:
 - a) Undergraduates, Postgraduates and PHD candidates.
 - b) Researchers or professional academics.
 - c) Entrepreneurs, Management, Artists, Creatives, Design, Scientists, Engineers, Health Professionals, Business, Finances, Sales, IT, Developers, Data Scientists, Administrators, Clerical, Agriculture, Fisheries, Craft, Machinery, Technical Operators, Armed Forces and Security Bodies.
 - d) Any additional expertise.
3. Applicant must have greater interest in co-creation activities in the areas of arts, technology, music composition, video, lightning, natural sciences, etc.
4. Applicants must be able to understand and speak English.
5. The MTF Labs Aveiro Edition organisation will select a **maximum of 20 candidates** to participate in the programme.

Article 5.º - Schedule and stages

The MTF Labs Aveiro 2022 will be implemented according to the following timeline:

- 11st July 2022: Official presentation of MTF Labs Aveiro 2022.
- 12nd July to 11st September 2022: Applications period.
- 12nd to 25th September 2022: Extended application period, if necessary.
- 30th September 2022: Selection Announcement (up to 20 participants).
- 11st to 15th October 2022: MTF Labs Aveiro Edition
- 15th October 2022: MTF Labs Aveiro Edition Showcase

CHAPTER II - APPLICATION

Article 6.º - Application submission and deadlines

1. Applications must be submitted until 11:59pm (PT time), by the 11st of September 2021, using the application form available in Aveiro Tech City website (www.aveirotechcity.pt).
2. Each applicant must submit only one application.
3. During the application submission period, the City of Aveiro will clarify any queries from potential applicants on the email address aveirotechcity@cm-aveiro.pt.

Article 7.º - Application's documents

1. The application is necessarily composed by the Application Form, mentioned above.
2. The application must include an identification image (profile picture).
3. No other documents are required, outstanding information is filled directly in the application form.

Article 8.º - Participant's requirements

Participants must ensure their participation throughout the different stages of the program, namely: Labs and Workshop sessions and Final Showcase.

Article 9.º - Invalid applications

1. Applications in any of the following situations are considered invalid:
 - a) Submitted after the deadline referred in Article 6.
 - b) Fail to submit all the requested documentation as described in Article 7.
 - c) The information provided is false.
 - d) If there is any other irregularity with the application.
2. Applications that fall in these previous situations will be automatically eliminated from jury's assessment.

Article 10.º - Selection Process and Evaluation

1. Applications will be evaluated by a Jury, in accordance with Article 11, taking into account the following criteria, score and weighting:

Evaluation Criteria	Pontuação	%
Showcase project proposal	(1-5)	10%
Motivation	(1-5)	30%
Applicant's profile, expertise and its impact in initiative's outcome	(1-5)	60%
		100%

- From this selection, a maximum of 20 participants will be selected to participate in MTF Labs Aveiro 2022.

Article 11.º - Jury

- The selection will be conducted by a Jury composed by three elements:
 - 1 Representative from the City of Aveiro, as chairman of the Jury.
 - 1 Representative from Music Tech Fest.
 - 1 Representative indicated by the Executive Commission of Aveiro ECoC27 Candidacy.
- The Jury evaluates the projects based on the information provided in the application form and in accordance with the evaluation criteria described in Article 10.
- In the event of a tie, the decision of a tiebreak, rests with the president of the jury, appointed by the Municipality of Aveiro.
- The Jury's decisions cannot be disputed.

CHAPTER III - PROGRAMME

Article 12.º - MTF Labs Sessions

1. MTF Labs and co-creation sessions will occur from 10th to 15th October 2022, from mornings to late afternoon/evenings.
2. Training sessions will take place at a designated venue, within the City Centre, and will be conducted by 12 multidisciplinary experts of proven experience from MTF worldwide community; which will be announced shortly.
3. Catering will be provided by the organization – Lunch and snacks – during MTF Labs sessions.
4. The organization provides a list of materials to conduct the workshops, however, participants are advised to bring their personal laptops and other specific components required to develop their projects. To discuss in depth material's requirements participants and other details, participants must contact the organization by email: aveirotechcity@cm-aveiro.pt.

Article 13.º - MTF Labs Showcase

1. MTF Labs showcase will be held on the afternoon of 15th of October 2022 where participants will present their work to the local community.
2. Showcase schedule will be determined according to the innovations and final works' requirements and specifications.

CHAPTER IV - FINAL CLAUSES

Article 14.º - Obligations and responsibilities

1. The participants of the MTF Labs Aveiro 2022 commit to:
 - a) Comply with the directives set in these participation rules.
 - b) Attend and actively participate in each phase of the programme, namely, MTF Labs sessions and Showcase.
 - c) Ensure, by its own means, accommodation in Aveiro during MTF Labs 2022.

Article 15.º - Intellectual propriety

1. The intellectual property of the innovations and materials, as well as the knowledge acquired and documentation inherent to them, will be the sole and exclusive property of the participants.
2. None of the participants may develop commercial products and other components without the prior written consent of the party to whom their respective industrial/intellectual property rights belong.
3. Participants accept the collection and capture of communication contents for dissemination of MTF Labs Aveiro 2022 to the general public, without prior notification.

Article 16.º - Final Clauses

1. The organization guarantees the confidentiality of the submitted applications, as well as the anonymity of the beneficiaries that will not be selected.
2. Participants automatically agree to the use of images, voices and names for the promotion MTF Labs Aveiro 2022.

3. The organization reserves the right to modify these rules, as well as the Jury composition.
4. In case of dropouts, participants must communicate by email (aveirotechcity@cm-aveiro.pt) and the jury may reinstate other participants if timing permits.

Article 17.º - Omissions

Any situation not foreseen in these rules, as well as any questions or problems that arise during the program, should be communicated to the organization by email (aveirotechcity@cm-aveiro.pt), that will act accordingly.