



TECH
CiTY



MTF Labs

Music Tech Fest Aveiro

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 and underpinned by the European Union project Aveiro STEAM City, funded by the programme Urban Innovative Actions. To this end, the investment on STEAM (Science, Technology, Engineering, Arts & Mathematics) skills activities within the community is a key factor to prepare our human resources for the digital age, by developing the necessary skills for the jobs of the future. 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. Additionally, Municipality's support on the development of a creative industry, enhancing the connection and co-creation projects within the local economy also presents itself as a very important part of Aveiro's application for the European Capital of Culture (ECoC) in 2027.

The initiative MTF Labs invite some of the most brilliant and original minds to reinvent the way we interact, collaborate, create and communicate with each other. Creative thinking, technology and invention are at the heart of collaborations which typically focus on challenges such as transhumanism, synaesthesia, cymatics, or blockchain, in order to investigate what makes us better humans. The programme aims to promote the collaboration between different experts in a variety of areas and expand its limits beyond traditional conventions.



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 edition, promoted by the Municipality of Aveiro, within the project of Aveiro STEAM CITY (UIA03-084), cofounded by the European Union programme Urban Innovative Actions.

Article 2.º

Objetivos

1. MTF Labs Aveiro edition 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

1. 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 (MTF) team;
 - b) «*Organisation*» - Management of the programme conducted by the MTF, 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;
- a) «*Participants / local innovators*» - People aged 18 or more taking part in the initiative.

Article 4.º

Beneficiaries

1. The MTF Labs 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 30 candidates to participate in the programme.

Article 5.º

Schedule and stages

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



- 16th July 2020: Official presentation of the initiative at Aveiro Tech City Website (www.aveirotechcity.pt)
- 16th July 2020 to 11th September 2020: Applications period.
- 12th September 2020 to 18th September 2020: Extended application period, if necessary.
- 25th September 2020: Selection Announcement (up to 30 participants).
- 12th October to 16th October: MTF Labs Aveiro Edition
- 17th October: 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 11th of September 2020, using the application form available in the 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 must include an identification image (profile picture).
2. 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

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

Article 10.º

Selection Process and Evaluation

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

Criteria	Score	Weight
Project		
Showcase project proposal	(1 a 5)	10%
Candidate		
Motivation	(1 a 5)	30%
Applicant's profile, expertise and its impact in initiative's outcome	(1 a 5)	60%
		100%

- From this selection, a maximum of 30 participants will be selected to participate in MTF Labs Aveiro Edition.



Article 11.º

Jury

1. The selection will be conducted by a Jury composed by five elements:
 - a) 2 Representatives from the City of Aveiro;
 - b) 1 Representative from Music Tech Fest;
 - c) 2 Experts from Music Tech Fest Community;
2. 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.
3. The Jury's decisions cannot be disputed.
4. In case of proposals with the same score, the Municipality of Aveiro will have the tiebreaker power.

CHAPTER III

PROGRAM

Article 12.º

MTF Labs Sessions

1. MTF Labs and co-creation sessions will occur from 12th October to 16th October 2020, 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 11 multidisciplinary experts of proven experience from MTF worldwide community;
3. The list of experts will be announced in during the applications' period.
4. Catering will be provided by the organization – Lunch and snacks – during the Labs' sessions.
5. Apart from the participants/local innovators MTF Labs sessions will also be attended by 5 up to 9 guests/VIPs/press, who will be invited to participate in the MTF Labs sessions.
6. The organization provides a list of materials to conduct the workshops, however, participants are advised to bring their personnel 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. Program's showcase will be held on the afternoon of 17th of October 2020 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

CLAUSES

Article 14.º

Obligations and responsibilities

1. The participants of the MTF Labs Aveiro Edition commit to:
 - a) Comply with the directives set in these participation rules;
 - b) Attend and actively participate in each phase of the program, as referred in Article 8, namely, MTF Labs sessions and Showcase.

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 Edition 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 Edition.
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.