



# Oeiras Valley Award

## REGULATION

**2<sup>nd</sup> Edition**  
**2021/2022**

## Oeiras Valley Award – Regulation

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Index	
Article 1.....	4
Scope.....	4
Article 2.....	4
Objective .....	4
Article 3.....	4
Award Regulation .....	4
Article 4.....	5
Nature of the Challenge .....	5
Article 5.....	5
Duration, main phases, and deadlines .....	5
Article 6.....	6
Themes of the projects .....	6
Article 7.....	7
Presentation of Oeiras Valley Award in universities.....	7
Article 8.....	7
Application requirements .....	7
Article 9.....	8
Application procedures .....	8
Article 10.....	9
Monitoring process.....	9
Article 11.....	9
Project submission procedures .....	9
Article 12.....	10

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## Oeiras Valley Award – Regulation

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Monitoring Committee and Award Jury .....	10
Article 13.....	11
Project Evaluation Criteria .....	11
Article 14.....	11
Award Ceremony.....	11
Article 15.....	12
Communication of the decision .....	12
Article 16.....	12
Intellectual Property of Candidate Projects .....	12
Article 17.....	12
Award Rights.....	12
Article 18.....	14
Changes to the deadlines and dates in this Regulation.....	14
Article 19.....	14
Processing of Personal Data.....	14

## Article 1.

### Scope

Oeiras Valley Award pretends to promote within students and professors of higher education the development of innovative projects with local, national and international boosting:

- a) Innovation and entrepreneurship as drivers of economic and social development;
- b) Projection of Oeiras Municipality as an innovation reference at national, European and international levels;
- c) Dynamization of Oeiras Valley brand;
- d) Innovation capacity of organizations and public and private companies that work with municipalities and its inhabitants.

## Article 2.

### Objective

The objective of Oeiras Valley Award is to award the best project focused on innovation and entrepreneurship, developed by students and professors of master and undergraduate degrees from national and international universities and institutes.

## Article 3.

### Award Regulation

1. Oeiras Valley Award is ruled by the present regulation, with the Monitoring Commission and Award Jury being sovereign in its interpretation, application and gap integration.
2. The selection criteria and decision grounds, including the award attributed to the winners, are the exclusive competence of the promoters of the initiative and the decisions of the Monitoring Commission and Award Jury cannot be object of complaint or appeal, being always and in any circumstances unquestionable and definitive.

## Oeiras Valley Award – Regulation

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3. The promoters of Oeiras Valley Award are reserved the right not to select a winning project if they conclude that there are no projects in the current year that fit the minimum distinction requirements.

### Article 4.

#### **Nature of the Challenge**

1. Oeiras Valley Award is a challenge that will award the best projects developed by students of undergraduate, post-graduate and master, supervised by a professor (optional).
2. If the winning students developed their work/projects with the supervision of a professor, the professor will also be awarded a prize.
3. National and international students with winning works/projects also have the possibility to participate in support programs to implementation and development of new valued added services/offers for the Municipality. Will also have the possibility to get an internship at the Oeiras Municipality, in the terms that the Municipality will define for the effect, at PremiValor Consulting or in other partner organizations/companies associated to the project, in conditions to be defined.

### Article 5.

#### **Duration, main phases, and deadlines**

1. Oeiras Valley Award will take place during the academic year 2021/2022, between February 2022 and October 2022.
2. Participation in Oeiras Valley Award comprises the following phases:
  - a) **Registration phase**
  - b) **Project development**

## Oeiras Valley Award – Regulation

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- c) **Follow-up questionnaire:** During project development phase, the participants will have to answer to a brief follow-up questionnaire regarding the process of project development, which will be made available in due time.
  - d) **Online voting of the presentation videos:** the participants will have the possibility of producing a presentation video of their project, between entre 30 and 50 seconds. All the videos will be submitted to open voting through the Award's social media.
  - e) **Evaluation of the Projects:** the evaluation process of participating projects will take place after the reception of all projects. The monitoring commission has the competence to analyse all projects and select the ones that go through the final evaluation phase, the Award Ceremony.
  - f) **Award ceremony:** In the Award Ceremony, the authors of the 10 best projects as well as the authors of the top-rated video will be invited to present their projects. The winning projects will only be made known at the award ceremony.
3. Oeiras Valley Award has the following schedule:
- Beginning of the project's promotion:** February 2022
  - Deadline for registration:** March 31<sup>st</sup>, 2022
  - Deadline for follow-up questionnaire submission:** April 22<sup>nd</sup>, 2022
  - Deadline for project submission:** June 24<sup>th</sup>, 2022
4. The Award Jury will be responsible, at the award ceremony, for the final decision regarding the winning projects. The final ceremony will take place, presumably, in October 2022, in a date to be announced.

### Article 6.

#### Themes of the projects

1. Oeiras Valley Award aims to promote the development of innovative projects local, national e international impact, enhancing the innovation capacity in the Oeiras Municipality and organizations and public and private companies that are located or do business on the municipality.

## Oeiras Valley Award – Regulation

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2. The focus of the projects to be developed by the different participants should be centered in the following strategic areas:
  - a) Sustainable **Mobility** Solutions;
  - b) **Smart Cities**;
  - c) Projects related to the **Sea Economy**;
  - d) **Intelligent Territorial Management**.
  - e) **CyberSafe Cities** (cybersecurity and cyberdefense in Smart Cities, IoT and Digital Transformation)

### Article 7.

#### **Presentation of Oeiras Valley Award in universities**

In February and March 2022 (second semester) there will be online and in-person presentations in universities/faculties. These presentations will promote and clarify the scope and objectives of the Oeiras Valley Award.

### Article 8.

#### **Application requirements**

1. Those interested in applying to the Oeiras Valley Award need to fulfil, at the time of the application, the following requirements:
  - a) Frequency of Undergraduate, Post-Graduate or Master's degree courses that have curricular units of Information Systems, Engineering, Management, Economy, Marketing and Communication, Digital Transformation, IoT, Artificial Intelligence or Sea Economy;
  - b) Applicants that don't fulfil the requirements of the previous number regarding the curricular units of Information Systems, Engineering, Management, Economy, Marketing and Communication, Digital Transformation, IoT, Artificial Intelligence or Sea Economy but show enough evidence of knowledge in scope of the themes of this award and for the development of those projects can be accepted;

## Oeiras Valley Award – Regulation

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- c) Candidates who have completed their bachelor, postgraduate or master's degree in the academic year 2020/2021 may be accepted if the application includes a university/institute professor as advisor;
- d) Registering individually or form groups composed by a maximum of five students that should fulfil individually paragraphs a), b) and/or c) of the present article;
- e) The groups can be composed by elements from different universities or levels of graduation (Undergraduate, Postgraduate or Master) and from different areas of knowledge in order to promote multidisciplinary and complementarity;
- f) The groups can include one or more advisors with knowledge and skills in the areas covered by Oeiras Valley Award and at least one of the advisors must be a professor at a university or institute. The absence of advisory is not an exclusion factor of the group in the competition.

### Article 9.

#### Application procedures

1. Candidates who fulfil the conditions required in the previous article must formalize their applications by completing the form provided by the Monitoring Committee, which include the following information: Name, date of birth, university, faculty, course, email and mobile phone of all group members, name of group representative and name, university / workplace, mobile phone, and email of the advisor(s).
2. Together with the registration form it should be provided **a copy of the student card** from the academic year 2021/2022 of all students or from the academic year 2020/2021 in case the paragraph c) of the article 8 is applied, as well as the **consent for private data management** of all group elements.
3. The formalization of the application means the acceptance, without reservation or conditions, by the interested parties of the terms and regulations of this competition, as well as the express authorization to verify the authenticity of the respective documents made available.



### Article 10.

#### **Monitoring process**

1. The monitoring process aims to support participating teams during the development of the projects.
2. The follow-up process includes the fulfilment of a questionnaire provided by the Oeiras Valley Award Monitoring Committee to the participants.
3. Within a period of two weeks after the deadline to deliver the follow-up questionnaire the Monitoring Committee will provide feedback to each group.
4. If necessary, the Monitoring Committee may request additional information or to provide some clarifications regarding the project.
5. The participants may contact the Monitoring Committee during the project development period to obtain any clarifications (important note: The Monitoring Committee will not provide classified information or information that may affect the competitiveness and independence of the competition).

### Article 11.

#### **Project submission procedures**

1. The project must be submitted in a PDF format;
2. The report can be written in Portuguese or English;
3. As a guideline, it is suggested that the projects do not exceed 30 pages (Word format) or 50 slides (PowerPoint format), excluding annexes such as figures, videos, market research studies/analysis or other relevant elements;
4. The groups may also submit a video (optional) for a public presentation of the project, lasting between 30 and 50 seconds. The videos will be submitted to an open voting process and made available on the social networks of Oeiras Valley Award.

## Oeiras Valley Award – Regulation

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5. The report and any other content related to the project should be submitted through the email **oeirasvalleyaward@premivalor.com**. The files should be submitted non-editable format (e.g. PDF). In case the project is composed by several documents, the candidates should send a ZIP file with all the documents.
6. If the uploaded files exceed 5 Mb they can be placed on online platforms (eg. WeTransfer, google drive, etc.) and an email should be sent to **oeirasvalleyaward@premivalor.com** sharing the download link.
7. Together with the project submission the candidates should send the Final Project Summary which will be made available in due time.
8. Any question related to project submission procedures should be emailed to **oeirasvalleyaward@premivalor.com**.
9. The project and Final Project Summary should be submitted according to the deadline stipulated in Article 5.º.

### Article 12.

#### **Monitoring Committee and Award Jury**

1. All process of launch, processing, interpretation of the regulation, attribution and execution of the award will be the responsibility of the Monitoring Committee, composed by members of PremiValor Consulting, Oeiras Municipality, and partner entities of the project.
2. The members of the Monitoring Committee will also be responsible for analysing all the projects in order to select the 10 best projects of each edition.
3. The Monitoring Committee is also responsible integrating in the final evaluation phase the group with the most voted video.
4. The Award Jury has sole authority and decides sovereignly, according with the most appropriated criteria considering the objective of Oeiras Valley Award, which are outlined in article 13.º.

5. The Award Jury will be responsible for the final decision of the award attribution and will be composed of the members of the Monitoring Committee, joined by at least three other members, with at least one of them being a representative of the Oeiras Municipality, other from partner entities of the project and another from an institution independent of the promoters of the initiative.

### **Article 13.**

#### **Project Evaluation Criteria**

The evaluation of the projects will be based on the following criteria:

- Innovation and Creativity;
- Clear definition of the objective of the project;
- Methodology applied in project development (the use of the Canvas model is valued, although not mandatory);
- Project adequacy to the reality of the Oeiras Valley –Oeiras Municipality;
- Technological viability;
- Economic and financial viability plan and related indicators;
- Project implementation plan (business plan);
- Evidence potential in economic terms and in terms of wealth and job creation;
- Potential of internationalization and scalability;
- Project presentation (formal report);
- *Elevator Pitch* performed in the Award Ceremony.

### **Article 14.**

#### **Award Ceremony**

1. The award ceremony is the event in which the top 10 projects selected for the final evaluation phase and the project (1 project) whose presentation video has the highest

## Oeiras Valley Award – Regulation

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number of votes are presented publicly by one or more members of each group - *Elevator Pitch*.

2. At the ceremony the Award Jury will evaluate the finalist projects and will be made known the Oeiras Valley Award winning groups.
3. The non-attendance of at least one group member at the award ceremony is an exclusion criterion.
4. All participating groups will be invited to attend the Award Ceremony.
5. Details of the participation in the Award Ceremony will be made available to the finalist groups in advance so that they can prepare their participation.

### Article 15.

#### Communication of the decision

1. After the evaluation of the finalist projects submitted, the decision to award the Oeiras Valley Award will be disclosed and communicated during the Ceremony.
2. There will be no isolated communications about the projects.

### Article 16.

#### Intellectual Property of Candidate Projects

1. The intellectual property of the candidate projects belongs to their authors.
2. The reports related to the projects submitted to the contest will not be returned to the candidates, with the management of the contest allowed to divulgate them generally.

### Article 17.

#### Award Rights

1. Based on the decision of the Award Jury of the Oeiras Valley Award there will be attributed the following awards:
  - The winning student or group of students will be awarded the gross monetary amount of 5.000 € (five thousand euros).

## Oeiras Valley Award – Regulation

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- The supervising professor of the winning project, if applicable, will be awarded the gross monetary amount of 2.500 € (two thousand and five hundred euros).
  - The winners also have the possibility to perform a short-term internship at Oeiras Municipality, PremiValor Consulting or other partner organization/company of the project.
  - The student or group of students in second and third places will be awarded the gross monetary amount of 3.000 € (three thousand euros) and 2.000 € (two thousand euros) respectively.
  - The supervising professor of the project in second place will be awarded the gross monetary amount of 2.000€ (two thousand euros) and the supervising professor of the project in third place will be awarded the gross monetary amount of 1.500€ (one thousand and five hundred euros).
2. The attribution of the respective awards presumes a minimum number of 10 received projects. In case the minimum number is not met in a certain edition, the submitted projects transfer automatically to the next edition, being given the candidates the possibility to develop further their projects if they wish so.
3. The right to the award is automatically and definitively extinguished, and without any specific formalism, should any of the following occur:
- a) It is concluded that there is some irregularity in the application of the winning group;
  - b) There is evidence of the project being carried out by other members other than the members of the awarded group;
  - c) Evidence of plagiarism;
  - d) If the prize is not claimed within one year from the date of award;
  - e) If, pending the benefit of the award, the winners are the subject of any criminal proceedings instituted by the State or disciplinary proceedings instituted by the institution of attendance of the course, or the Winners assume behaviour before

the promoters, sponsors or third parties who, due to its severity, determine the image damage and honourability of the participants or the discredit and injury to the entities involved or to themselves.

### **Article 18.**

#### **Changes to the deadlines and dates in this Regulation**

The deadlines and dates contained in this Regulation may be changed by decision of the promoters of Oeiras Valley Award, who will publicly announce it.

### **Article 19.**

#### **Processing of Personal Data**

1. Enrolment and participation in the Oeiras Valley Award implies the collection and processing of personal data of the interested parties, for which PremiValor Consulting and the project partner entities are responsible, with the data to be processed for the purposes of verifying compliance with the conditions of participation, pursuing the due diligence and communications necessary for the participation and development of the projects and the delivery of the award, holding questionnaires, monitoring, development of the project evaluation process and public disclosure of the image and identification data of the interested parties classified for the award. These purposes are based on the consent of the data subject, provided through the application form.
2. The responsible undertake to comply at all times with the legal duties arising from the processing of personal data, including compliance with the appropriate technical and organizational security measures to ensure data protection with a view to compliance with applicable legislation on the protection of personal data, in particular Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016.
3. The collection and processing of personal data of interested parties is a necessary requirement for entry and participation in the Oeiras Valley Award. Failure to provide or incomplete or incorrect data may make it impossible to participate in the Oeiras Valley Award.

## Oeiras Valley Award – Regulation

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4. In cases where the processing of personal data is performed solely on the consent of the holder, the holder has the right to withdraw his consent at any time. The withdrawal of consent, however, does not compromise the legality of the treatment based on the consent previously given.
5. Anyone wishing to participate in the Oeiras Valley Award, by submitting an application identifying a third party's personal data, must first ensure that has provided the third party with the information present in this Regulation and obtained the respective consent of the third party for the communication of their personal data to the responsible for the strict purposes set out in this clause.
6. The personal data of participating students and professors will be retained by the holder until the conclusion of the edition of the Oeiras Valley Award in which they participated, after which it will be deleted unless, under applicable law or regulation, or due to pending litigation, retention for a longer period is mandatory.
7. To the data holders are guaranteed the rights of access, rectification, deletion and portability of their personal data, as well as the right to object and to limit their processing, under the applicable legal terms, ought the responsible to be contacted through the following contacts: PremiValor Consulting, Avenida 5 de Outubro, n. º 75 – 7.º floor, 1050-049 Lisbon or by the email to [oeirasvalleyaward@premivalor.com](mailto:oeirasvalleyaward@premivalor.com).
8. Holders also have the right to file complaints regarding the processing of their data with the National Data Protection Commission or other competent supervisory authority.