



Date: March 4, 2024

Terms and conditions for participating in the “City of Munich Innovation Challenge”

1. Participation in the City of Munich Innovation Challenge is voluntary.
2. Applications can only be submitted before the application deadline stated on the website and using the online application form provided.
3. The official website for the City of Munich Innovation Challenge is www.muenchen.de/innovationswettbewerb.
4. Applications can be made in German or English. The presentation to the jury should be made in German and German is also the intended working language during the implementation phase.
3. The website lists contact details of relevant partners for questions about the contest in general, specific questions about the challenges and/or about the support offered by the entrepreneurship centers.
4. The winners are selected in two stages.
5. Firstly, a list of finalists is drawn up by the contact persons named by the heads of the respective city departments.
6. The selected finalists are then invited to present their proposals to an expert jury consisting of management-level representatives from the participating departments, city-owned companies, and associated companies.
5. Criteria for selecting the winners are as follows:
 - Quality of the solution: how well does the proposed solution meet the challenge presented?
 - Potential for implementation: is it possible to provide the proposed/necessary testing environment by the fall of the application year?
 - Innovation potential: will the proposed solution involve developing new products, ideas or services?
 - Scalability: to what extent can the solution be transferred to other areas or departments of the city government?
 - Quality of the team: does the team possess the necessary knowledge and skills to make the proposal a reality?

6. The jury, chaired by the Department of Labor and Economic Development, will select the winners.
 - The jury reserves the right not to select a winner for one or more of the challenges.
 - The jury can select several winners for one challenge.
 - The jury's choice will be announced at the awards ceremony.
 - The right to appeal is excluded.
7. The Innovation Award is worth 10,000 euros to each winning team. The money is paid out in two phases: 2,500 euros after the awards ceremony and 7,500 euros after the co-creation phase is complete.
 - Documentation, including visual material, as well as confirmation from the respective city department, serves as proof that the co-creation phase is complete.
 - A summary of this documentation may be used for public relations purposes.
8. The other finalists will be awarded 1,000 euros in honor of their participation after the awards ceremony.
9. All finalists will receive a free ticket for the Munich Startup Festival, to be held at Backstage München on July 17, 2024.
10. An additional grant of 15,000 euros will be available to meet costs that arise during the co-creation phase.
 - Applications, including estimated costs, must be submitted to gain approval for grants for specific purposes.
 - The applicant will be informed of the success of their application within four weeks.
 - The grant is paid when proof of the use of funds is provided.
 - Remuneration for work performed by the recipient of the grant will not be approved.
 - All grants or subsidies paid to companies as part of the Innovation Challenge are awarded as *de minimis* aid in accordance with European Commission Regulation (EU) No 1407/2013 on *de minimis* aid. *De minimis* aid may not exceed 200,000 euros provided from state funds to a business enterprise over a rolling three-year period.
11. Emphasis is placed on confidentiality during the co-creation phase. All parties are obliged to maintain confidentiality. More specific agreements among the participating parties will be established at the start of the co-creation phase.
12. Participation in the City of Munich Innovation Challenge does not entitle participants to further work or projects.
13. The City of Munich has the right to publicly report on the finalists and/or their companies within the scope of the Innovation Challenge. By participating in events relating to the contest, participants approve the unrestricted use of visual and sound recordings for public relations purposes.

14. The work performed as part of the Innovation Challenge must adhere to the aims of the German constitution and be politically and ideologically open-minded.
15. All data – particularly personal user data – collected, recorded or processed as part of the work must comply with General Data Protection Regulation (GDPR) requirements.