

## CONDITIONS OF PARTICIPATION

### TRIGGERS PROGRAM | CASA DO IMPACTO

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#### Framework

Given its scope of action, Casa do Impacto (CI) of Santa Casa da Misericórdia de Lisboa (SCML) aims to coordinate various interventions to ensure their complementarity, thereby building a pipeline capable of addressing the different stages and needs of social and environmental entrepreneurship and innovation initiatives.

In this context, CI has developed the Triggers acceleration program, created within its capacity-building axis, which aims to provide specific support to innovative projects dedicated to the environmental field and addressing the social challenges caused by the climate emergency.

The goal is to attract motivated entrepreneurs with projects that promote innovative solutions to problems and needs, encouraging the generation of new ideas and their transformation into technically viable and financially sustainable solutions. The program supports individuals and teams who demonstrate motivation and skills for impact entrepreneurship, with a focus on the planet's environmental sustainability, in line with the United Nations 2030 Agenda Sustainable Development Goals and the values promoted by SCML for building a more supportive and sustainable society.

The Triggers program is developed with financial support from the CONNECT initiative, resulting from an application submitted by a consortium composed of SCML (as coordinator), Universidade Nova de Lisboa, and Universidade Católica Portuguesa, under Notice No. LISBOA2030-2024-16 – Centers for Impact Entrepreneurship, part of the Lisbon 2030 Regional Program within the framework of the Portugal Social Innovation Mission Structure (EMPIS).

As the area of environmental impact becomes increasingly challenging and diverse, CI, aligned with SCML's values and mission, aims to focus part of its efforts on seeking solutions that combine climate justice with social justice. To this end, the program is

supported by organizations from various sectors, recognized as leaders in their respective fields, playing an active and relevant role in supporting participating projects through activities such as mentoring, delivering masterclasses, serving as jury members, and other forms of collaboration that may prove relevant.

Furthermore, projects emerging from Triggers may continue to feed into other intervention axes of CI at SCML, such as incubation and, where possible, investment.

## **1. PROGRAM'S OBJECTIVES**

**1.1** The objectives of the Triggers program are:

- a) Contribute to the promotion of projects with a positive environmental impact within the social entrepreneurship and innovation ecosystem, creating conditions for the emergence of a greater number of well-prepared projects to ensure higher success rates;
- b) Foster the consolidation and expansion in the market of innovative, environmentally sustainable products and services that provide alternative solutions and contribute to a fair and socially balanced climate transition;
- c) Drive the acquisition of advanced skills in social entrepreneurship, from problem identification to the execution of scalable and sustainable solutions, promoting positive social and environmental impact across diverse communities;
- d) Empower entrepreneurs with multidisciplinary skills and social innovation tools, combining leadership abilities, strategic thinking, and impact assessment techniques, enabling them to identify opportunities, mobilize resources, and address social and environmental challenges, maximizing the creation of sustainable, fair, and inclusive social value.

## **2. TARGET AUDIENCE AND APPLICATION REQUIREMENTS**

**2.1** Entrepreneurs who meet the following requirements cumulatively may apply to the Triggers program:

- a) Have a project that provides an innovative response to social and environmental challenges, in alignment with the United Nations 2030 Agenda Sustainable Development Goals.
- b) Are not in a situation of legal impediment, incompatibility, or conflict of interest, as defined in the following provisions;
- c) Submit all required elements along with the properly completed application form, as specified in Section 3 below.

**2.2** An entrepreneur or any responsible party within the startup is deemed to be in a situation of impediment, incompatibility, or conflict of interest, particularly—and without prejudice to other situations provided for by law—if they:

- a) Are an employee of SCML or have been, in any capacity, associated with SCML and/or the DEES team of SCML or the jury of any edition of the Triggers program;
- b) Are a spouse, partner in a relationship akin to marriage, or share a common household; are a relative or in-law in a direct line or up to the third degree of collateral relation; or have a relationship of adoption, guardianship, legal care, or civil sponsorship

with an employee, collaborator, consultant, executive, or member of the management body of SCML or any other entity involved in managing the Triggers program, and who may, in any way, influence the program's outcome or compromise the integrity of the process;

c) Have economic, material, or any other interests that could compromise the impartiality and objectivity required for participation in the Triggers program, or that could, in any way, jeopardize its fairness, transparency, and integrity.

**2.3** The Triggers program accepts applications from individuals or legal entities, as well as individuals applying as part of a team (but not as a consortium of legal entities), with varying levels of experience and qualifications—from recent graduates to more experienced entrepreneurs. Both academic background and professional experience are valued, promoting the inclusion of diverse profiles.

**2.4** In the case of applications submitted by individuals as a team, these teams must consist of a maximum of three (3) members.

**2.5** Applications selected to participate in the Triggers program must ensure attendance at the in-person bootcamp and all sessions, activities, or events of the program's various stages, as follows:

- a) For legal entities, the legal representative or the individual designated in the application for this purpose;
- b) For individual applicants, the applicant themselves;
- c) For teams composed of individuals, a team member or a designated individual specified in the application for this purpose.

**2.6** In cases of force majeure, duly justified and accepted by the designated representatives of the Casa do Impacto team at SCML, selected candidates may be excused from participating in some sessions of the in-person bootcamp, activities, or events of the program.

**2.7** Candidates or teams who do not confirm, in the application form, their availability to participate in the in-person bootcamp and all sessions, activities, or events in the various stages of the program, as stipulated in the previous sections, will not be eligible for pre-selection for the Triggers program.

**2.8** Candidates or teams who fail to attend any of the activities mentioned, without prior authorization from the program's responsible party, will be immediately excluded, with the consequences for exclusion defined for each phase of the Triggers program.

### **3. APPLICATIONS**

**3.1** Applications must be submitted through the Casa do Impacto SCML website at <https://casadoimpacto.scml.pt/en/open-call/acceleration/triggers/> by completing and submitting the application form and uploading the following elements:

- a) A video pitch with a maximum duration of three (3) minutes, including a brief description of the idea or project to be developed and the motivation driving the individual applicant, legal entity, or team to apply;
- b) Declaration(s) under Honor Commitment, duly signed by each applicant [for legal entities, by their legal representatives, and for teams, by all individual members], declaring:
  - i. That the data and information provided in the application are true and complete;
  - ii. A commitment to provide any additional information or documentation, if requested, to validate the information in the electronically submitted form, as well as all necessary supporting documents that demonstrate compliance with any admission conditions or requirements;
  - iii. That they do not have any impediment, incompatibility, or conflict of interest as defined by law and previously outlined;
  - iv. A commitment to promptly inform Casa do Impacto of SCML of any circumstances that may arise, at any time, indicating impediments, incompatibilities, or conflicts of interest as provided for;
  - v. An acknowledgment that providing false statements or omitting relevant information will result in immediate disqualification from the program and may incur civil and criminal liability under the law, as well as requiring reimbursement to SCML of any funds already disbursed at any stage of the program.

**3.2** Only applications submitted through the electronic form available on the Casa do Impacto SCML website, with all required attachments, and meeting the application requirements outlined in Section 2 will be accepted.

**3.3** Failure to submit, irregular or incomplete completion of the application form, video, or Honor Commitment Declaration, or the intentional submission of false statements or misleading information about the applicant or their project, will result in immediate disqualification of the application, without prejudice to other applicable legal sanctions.

**3.4** Once the application form and associated elements are submitted, modifications cannot be made at a later stage.

**3.5** SCML's CI's team reserves the right to request additional information and documentation to validate the information provided in the electronically submitted form.

**3.6** Applications submitted by other means will not be accepted.

**3.7** The application deadline will be announced on the Casa do Impacto's website.

**3.8** All communication and contact with applicants or teams will be conducted via email, sent from the address [casadoimpacto@scml.pt](mailto:casadoimpacto@scml.pt) to the email address provided by the applicant or team in the application form.

**3.9** If an applicant or team withdraws, is disqualified, or encounters subsequent impediments or incompatibilities up until the end of the second phase of the program [pre-acceleration (bootcamp) and selection], the jury may decide to admit the next highest-ranked applicant or team.

**3.10** From the third phase of the program (acceleration or capacity building and selection), if an applicant or team withdraws, is disqualified, or encounters subsequent impediments or incompatibilities, the Triggers program will proceed with the remaining applicants or teams.

## **4. PROGRAM'S PHASES**

**4.1** The Triggers program consists of four (4) phases:

- a) Phase 1: Pre-selection of applications;
- b) Phase 2: Pre-acceleration (bootcamp) and selection
- c) Phase 3: Acceleration or capacity building and selection;
- d) Phase 4: Post-acceleration or incubation and selection.

### **4.2 Pre-selection Phase (Phase 1)**

**4.2.1** The pre-selection phase is divided into two (2) stages:

- a) Stage 1: Analysis, evaluation, and decision-making for pre-selecting applications that will advance to the next phase;
- b) Stage 2: Communication of pre-selection or exclusion decisions to applicants or teams.

**4.2.2** The analysis, evaluation, and decision-making for pre-selection (Stage 1) are conducted by a jury as outlined in Section 5. This stage aims to determine the final ranking of applicants or teams based on the evaluation criteria and weighting specified for this phase. The top 30 (thirty) applications with the highest scores will advance to the next phase.

**4.2.3** If, by the end of the application period, the number of applicants or teams is insufficient to select 30 projects to participate in the Triggers program, the open call

period may be extended for a reasonable time as determined by the appointed members of CI of SCML.

**4.2.4** The jury reserves the right not to accept any application or to accept fewer than thirty (30) applications at this stage, due to lack of suitability or limited relevance to the principles and objectives of the program. The jury may inform the CI team representatives appointed by SCML for this purpose, who will then proceed to cancel the respective edition of the program, without any right to compensation or appeal of the decision by any of the applicants or applicant teams.al

**4.2.5** Once the top 30 (thirty) applicants or teams have been pre-selected to advance to the next phase, the remaining applications will be excluded from the program.

**4.2.6** Pre-selection or exclusion decisions for applicants or teams will be communicated (Stage 2) via email. Pre-selected applications and those excluded at this stage will be notified through messages sent by Casa do Impacto SCML.

### **4.3 Pre-acceleration (Bootcamp) Phase and Selection (Phase 2)**

**4.3.1** The pre-acceleration (bootcamp) and selection phase is divided into three (3) stages:

- a) Stage 1: Participation in the bootcamp;
- b) Stage 2: Analysis, evaluation, and decision-making for selecting applications to advance;
- c) Stage 3: Communication to applicants or teams and publication of a shortlist of selected applications.

**4.3.2** Stage 1 involves mandatory in-person attendance, as stated in section 2.4. This bootcamp event comprises continuous sessions designed to:

- a) Deepen essential skills for developing impact entrepreneurship projects through a dynamic and balanced program that incorporates cutting-edge knowledge, case studies, and practical application of tools;
- b) Present concepts, models, and tools, followed by team-based application time with mentor support, enabling participants to address challenges posed by trainers and Casa do Impacto SCML team members throughout the sessions.

**4.3.3** This stage (bootcamp attendance) lasts a maximum of 2 (two) consecutive days at announced dates, times, and locations. Participation is mandatory for applicants or teams selected in the previous phase.

**4.3.4** Stage 2 involves analysis, evaluation, and decision-making conducted by a jury, as outlined in section 5. This stage determines the final ranking of the top 30 (thirty)

applicants or teams, based on defined evaluation criteria and weighting. The top 10 (ten) applications advance to the next phase.

**4.3.5** Once the top 10 (ten) applications are selected, the remaining candidates are excluded from the program.

**4.3.6** Stage 3 entails the announcement of selected applications via a published shortlist on Casa do Impacto SCML's website or social media channels. Selected and excluded candidates are notified via email.

#### **4.4 Acceleration or Capacity Building Phase and Selection (Phase 3)**

**4.4.1** This phase is divided into three (3) stages:

- a) Stage 1: Mandatory attendance of various capacity-building sessions, a final event, and a Q&A session;
- b) Stage 2: Analysis, evaluation, and decision-making for selecting applications to advance;
- c) Stage 3: Communication to applicants or teams and publication of a shortlist of selected applications.

**4.4.2** Stage 1 consists of capacity-building sessions featuring training, mentoring, and masterclasses. These sessions provide entrepreneurs with practical tools for impact entrepreneurship, enabling iterative application to their projects. The program concludes with a final event and Q&A session to strengthen business models and project sustainability.

**4.4.3** This stage spans approximately two (2) months, with specific dates, times, and locations to be announced.

**4.4.4** During capacity-building sessions, participants must submit demonstrative deliverables and execution reports. They will also present a five (5) minute pitch during the final event.

**4.4.5** The final event includes a pitch presentation followed by a five (5) minute Q&A session with the jury.

**4.4.6** The stage of analysis, evaluation and selection decision of applications in this phase is carried out by a jury and by those responsible from the Casa do Impacto of SCML's team appointed for this purpose, in accordance with and under the terms defined in items 5 and 6.4, with based on the criteria defined in Tables I and II of item 6.5, respectively, intended to determine the final classification of the 10 (ten) candidates or candidate teams in this phase, taking into account the evaluation criteria, respective valuation and weighting referred to below for this phase, as well as identifying the first 3 (three) applications that obtained the best classification and that, consequently, will move on to the next phase.

**4.4.7** The selected applications will be announced through a shortlist published on the Casa do Impacto da SCML website or on its social networks, as well as the selection or exclusion will be communicated to the selected and excluded applications, respectively, through an email message sent by Casa do Impacto of SCML.

## **4.5 Post-acceleration or Incubation Phase and Selection (Phase 4)**

**4.5.1** The Post-acceleration or Incubation Phase and Selection consists of three (3) stages:

- a) Stage 1: Free access to workspace and personalized mentoring at Casa do Impacto SCML, a public presentation session, pitch presentation, and Q&A session;
- b) Stage 2: Analysis, evaluation, and decision-making for identifying the winner and final rankings;
- c) Stage 3: Communication of results to participants and publication of final rankings.

**4.5.2** The 1st stage, of mandatory in-person attendance, as set out in item 2.4, consists of providing access to workspace and personalized mentoring, free of charge, final event and question and answer session and aims to provide candidates or teams with candidates technical and administrative support, networking and provision of information on access to essential resources, investments and sustainable growth.

**4.5.3** This stage lasts up to about two (2) months, with dates, times, and locations to be announced.

**4.5.4** During the support and mentoring period, candidates or candidate teams must present demonstrative elements (deliverables) and execution reports, after which, they must make a 5 (five) minute pitch, for presentation in the public session referred to below.

**4.5.5** At the end of this stage, a public session will be held where the pitch will be presented, followed by a question and answer session with the jury lasting 10 (ten) minutes.

**4.5.6** The stage of analysis, evaluation and selection decision of applications in this phase is carried out by a jury and by those responsible from the Casa do Impacto of SCML's team appointed for this purpose, in accordance with and under the terms defined in points 5 and 6.4, allocating - determine the final classification of candidates or candidate teams, based on the evaluation criteria and respective weighting defined in Tables I and II of item 6.5, respectively, and identify the application that obtained the best classification, as well as the applications that obtained the second and third classifications.

**4.5.7** The classification of applications will be announced in the public session and through publication on the Casa do Impacto da SCML website or on its social networks.

## 5. JURY

**5.1** In each phase of the Triggers program there will be a jury composed of different elements, indicated by the Director of the Department of Entrepreneurship and Social Economy (DEES) of SCML, in accordance with the following numbers.

**5.2** The jury for the 1st phase (pre-selection of applications) is made up of members of the Casa do Impacto of SCML's team appointed for this purpose, and may involve other personalities from the ecosystem who are eventually invited for this purpose.

**5.3** The jury for the 2<sup>nd</sup> phase (pre-acceleration or bootcamp), 3<sup>rd</sup> Phase (acceleration or capacity building), and 4<sup>th</sup> phase (post-acceleration or incubation) are composed of up to six members, including one representative from the SCML Casa do Impacto team appointed for this purpose, who acts as chair, as well as representatives from each of the partner entities of the current edition of the Triggers program and/or members of organizations operating in the fields of entrepreneurship and social innovation, designated by the jury chair.

**5.4** Each phase's jury is responsible for analyzing, evaluating, and consequently deciding which applications advance to the next stage and which are excluded from the program. In the final phase, the jury also decides the winning application and those ranked second and third. These deliberations, as well as decisions made by the Casa do Impacto team as provided for in this Regulation, are final and not subject to appeal or complaint.

**5.5** All members of the juries for the various phases of the Triggers program, as well as the Casa do Impacto team members who have any involvement in the program under this Regulation, must sign, in that capacity, a declaration of absence of conflict of interest, in accordance with a previously approved template.

## 6. EVALUATION CRITERIA

**6.1** The evaluation criteria for each phase of the Triggers program consist of parameters that will be used to evaluate and rank applications in each of the program phases.

**6.2** Each of the evaluation criteria is scored from 1 to 5 points, having a certain weight in the overall evaluation, expressed through the percentage value identified in Tables I and II of point 6.5, being attributed:

- a) 1 (one) point: in case of poor compliance;
- b) 2 (two) points: in case of reduced compliance;
- c) 3 (three) points: in case of sufficient compliance;
- d) 4 (four) points: in case of good compliance;
- e) 5 (five) points: in case of high compliance.

**6.3** In the four selection phases (1st: pre-selection of applications; 2nd: pre-acceleration or bootcamp, 3rd: acceleration or capacity building; and 4<sup>th</sup>: post-acceleration or incubation), candidates or candidate teams and their respective projects are evaluated according to the 5 (five) criteria defined in Table I of item 6.5.

**6.4** In the last two selection phases (3rd: acceleration or capacity building; and 4<sup>th</sup>: post-acceleration or incubation), there are two evaluation moments:

- a) Continuous assessment of performance in initiatives, demonstrative elements (deliverables) and execution reports, which is carried out by those responsible for Casa do Impacto of SCML's team appointed for this purpose, based on the 4 (four) defined criteria in Table II of point 6.5;
- b) Evaluation of the pitch and respective question and answer session, carried out by the jury appointed under item 5, in accordance with the 5 (five) criteria defined in Table I of item 6.5.

**6.5** Each of the assessment moments identified in the previous paragraph will have the following weight in the overall calculation:

- a) Performance in initiatives, demonstrative elements (deliverables) and execution reports: 70%;
- b) Pitch and respective question and answer session with the jury: 30%.

<b>Table I</b>		
<b>CRITERIA</b>	<b>POINT SYSTEM</b>	<b>WEIGHTING</b>
<b>A. Adequacy of the profile of the candidate or candidate team.</b>  A.1. <u>Technical Competencies</u> : assesses the candidate's knowledge in the project area, including training and relevant practical experience in implementing similar solutions, and the success achieved;  A.2. <u>Diversity</u> : assesses the diversity of academic and professional backgrounds of the team;  A.3. <u>Leadership</u> : assesses leadership track record on previous projects, including success in mobilizing resources and managing teams.	1 to 5	30%
<b>B. Sustainability and financial viability of the project.</b>  B.1. <u>Adequate and realistic budgeting</u> : assesses the accuracy in creating budgets and the adequacy in the distribution of financial resources;	1 to 5	20%

B.2. <u>Capacity to mobilize resources and control expenses:</u> assesses the project's ability to raise funds, form strategic partnerships and use external resources effectively.		
<b>C. Degree of innovation and response to the challenge</b>  C.1. <u>Creativity of the proposed solution:</u> assesses whether the proposal offers an innovative solution compared to traditional approaches in the Portuguese and European market;  C.2. <u>Adequacy to the identified problem:</u> assesses the clear correspondence between the identified problem and the solution, and whether it responds adequately to the local context.	1 to 5	20%
<b>D. Potential impact on target audience</b>  D.1. <u>Relevance and alignment with community needs:</u> assesses the relevance of the project to meet the identified needs of the target community;  D.2. <u>Transformative capacity and potential for change:</u> assesses the project's ability to generate positive and sustainable changes in the community.	1 to 5	20%
<b>E. Contribution to the pursuit of equality policies</b>  E.1. <u>Concrete measures to promote and combat discrimination:</u> evaluates project strategies to guarantee equal opportunities and combat various forms of discrimination.	1 to 5	10%

CRITERIA	POINT SYSTEM	WEIGHTING	
		Weighting for Capacity Building Phase	Weighting for Incubation Phase
<b>F. Participation and attendance</b>  F.1. <u>Active involvement:</u> assesses proactivity and participation in program activities; F.2. <u>Attendance:</u> assesses frequency and presence in scheduled sessions and tasks; F.3. <u>Contribution to activities:</u> assesses the impact and quality of participation in assigned tasks.	1 to 5	30%	10%

<b>G. Performance and deliverables</b> <p>G.1. <u>Compliance with deadlines</u>: evaluates the delivery of results within the stipulated deadlines and respective execution reports;</p> <p>G.2. <u>Quality of results</u>: qualitatively evaluates the objectives achieved according to standards required by the team;</p> <p>G.3. <u>Problem-solving skills</u>: assesses the ability to deal with obstacles and difficulties during the process.</p>	1 to 5	30%	50%
<b>H. Work progress and degree of project development</b> <p>H.1. <u>Alignment with objectives</u>: assesses the degree of compliance with planned goals and achieved milestones;</p> <p>H.2. <u>Adaptability</u>: assesses the flexibility in adjusting the project to circumstances;</p> <p>H.3. <u>Progress</u>: assesses efficiency in executing and meeting defined milestones.</p>	1 to 5	20%	30%
<b>I. Group spirit and teamwork</b> <p>I.1. <u>Collaboration</u>: assesses the ability to collaborate with the team and promote cooperation;</p> <p>I.2. <u>Conflict resolution</u>: assesses the ability to resolve conflicts and find collaborative solutions.</p>	1 to 5	20%	10%

## 7. SUPPORTS UNDER THE PROGRAM

**7.1** Candidates or candidate teams selected to participate in the 3rd phase (acceleration or capacity building) and 4th phase (post-acceleration or incubation) of the Triggers program, and while participating in the program, will be granted monetary support in the form of a monthly stipend, in the amount of € 691.70 (six hundred and ninety-one euros and seventy cents), aimed at increasing the attractiveness of the program, positioning it as competitive and promoting an environment conducive to innovation.

**7.2** The beneficiaries of the pecuniary support identified in the previous number must issue a payment receipt for the amount received, which must be delivered to those responsible for the Casa do Impacto of SCML's team appointed for this purpose, within a maximum period of 5 (five) business days after receipt of it, as proof of receipt.

**7.3** Candidates or candidate teams selected to participate in the 3rd phase (acceleration or capacity building) and 4th phase (post-acceleration or incubation) of the Triggers

program also benefit from the following non-pecuniary support, depending on the phases and while they attend:

- a) Training and mentoring sessions, exchange of experiences and case studies, aiming to provide entrepreneurs with the skills necessary to develop their project;
- b) Monitoring by those responsible for the Casa do Impacto of SCML's team appointed for this purpose, or to whomever is delegating it, of the work carried out by the candidates or candidate teams in the various phases, evaluating the execution reports prepared by them and issuing opinions and recommendations;
- c) Access to a work space defined for this purpose, which is subject to compliance with the respective rules of use contained in the "Casa do Impacto Space Operating Rules";
- d) If they are also participants in the ongoing Casa do Impacto of SCML's incubation program and are obliged to pay monthly fees by virtue of the respective applicable regulations, they will be exempt from paying them during the entire period of participation in the Triggers program.

## **8. PRIZES**

**8.1** The three (3) applications that successfully complete Phase 4 of the program will be awarded:

- a) A prize consisting of free participation in the Casa do Impacto incubation program at SCML for a period of 12 months, starting the month following the end of Phase 4 (post-acceleration or incubation), subject to the signing of the respective incubation contract;
- b) A monetary prize as follows:
  - €5,000 (five thousand euros) for the winning application;
  - €3,000 (three thousand euros) for the second-place application;
  - €2,000 (two thousand euros) for the third-place application.

## **9. CANDIDATES' OBLIGATIONS**

**9.1** Without prejudice to other duties and/or obligations specifically provided for in these Conditions of Participation, candidates or teams applying to the Triggers program are subject to compliance with the following duties and/or obligations, under penalty of exclusion from the program:

- a) Do not make any changes to the ownership of the application, except for reasons of force majeure, duly justified and accepted by those responsible for the Casa do Impacto of SCML's team appointed for this purpose;
- b) Ensure in-person participation (in the case of individuals) or that of at least one of your legal representatives (in the case of legal entities) or one of the members of the candidate team (in the case of candidate teams) to the Triggers program, in particular at the bootcamp, as well as at all sessions, activities or other events within the program;
- c) Deliver reports on project development whenever requested;
- d) Submit, prior to the pre acceleration (bootcamp) and selection stage (2nd phase), under penalty of non payment of prizes and grants by SCML, the following documents evidencing compliance with identification, verification, and due diligence measures:
  - (i) RCBE (CRBO: Central Register of Beneficial Ownership), an instrument intended to ensure the existence of sufficient, accurate, and up to date information regarding the individual(s) who, even indirectly or through third parties, hold ownership or effective control of the applicant legal entity;
  - (ii) KYC (Know Your Customer) Questionnaire, or an equivalent instrument intended to identify potential risks associated with the relationships between SCML and its counterparties, within the scope of its policies for the prevention and combat of money laundering and terrorist financing, as well as the prevention of corruption, related offences, and conflicts of interest.
- e) Present, when requested, any additional information and other documentation to validate the information contained in the form sent electronically, as well as all necessary supporting documents that attest to compliance with any of the requirements or conditions for acceptance of applications;
- f) Promptly inform the Casa do Impacto of SCML's team, if the existence of situations that may constitute impediments, incompatibilities or conflicts of interest provided for in items 2.2 and 3.3 and in the legal terms arises at any time.;
- g) Grant the image, communication and dissemination rights to be carried out by SCML itself and its Casa do Impacto with external entities, exclusively within the scope of the Triggers program, under the terms of paragraph 11, as well as mention the support of SCML and its respective Casa do Impacto of SCML within the scope of the Triggers program in any communication or disclosure about this or respective project, without prejudice to the provisions of the following paragraph;
- h) Respect the communication plan, refraining, during the validity of the Triggers program, from establishing or developing any contacts with the media without the prior consent of those responsible for Casa do Impacto of SCML's team appointed for this purpose;

i) Collaborate with SCML and its Casa do Impacto, in publicizing the Triggers program, making itself available, whenever requested, to give testimonials and provide information about the respective project for the purposes of producing promotional materials, especially audiovisual materials.

**9.2** Violation of any of these duties, or any other duties or obligations provided for herein, results in immediate exclusion from the Triggers program and total or partial refund of the amounts received, depending on the severity of the violation, the damage to the program, to SCML or to Casa de Impacto, or for any other candidates or candidate teams, and time of their practice.

**9.3** The decision on the specific amounts to be returned in case of violation under the terms set out in the previous paragraph is up to SCML and its Casa do Impacto, with no appeal or complaint against said decision being permitted, and the candidates or candidate teams must proceed with their return, in the within 10 (ten) days of notification of said decision, under penalty of SCML resorting to the legal means at its disposal for the effective return of such amounts.

**9.4** The supervening existence of situations of impediment, incompatibility or conflict of interest provided for in items 2.2 and 3.3 results in immediate exclusion from the program.

## **10. INTELLECTUAL AND INDUSTRIAL PROPERTY**

**10.1** The intellectual and industrial property rights of the ideas and projects of candidates or candidate teams belong to them.

**10.2** Without prejudice to the provisions of the previous paragraph, candidates authorize SCML to use non-confidential information in its promotion and dissemination activity of the Triggers program.

**10.3** SCML, and Casa do Impacto of SCML's team managers appointed for the purposes mentioned in this document, or the jury members of each phase of the program, cannot be held responsible for any violations of intellectual and industrial property, plagiarism or misuse of information relating to candidates or candidate teams, by other candidates or candidate teams, or by entities external to the organization.

**10.4** SCML, and Casa do Impacto of SCML's team managers appointed for the purposes mentioned in this document, or the jury members of each phase of the program, cannot be held responsible for any violations of intellectual and industrial property, plagiarism or misuse of information relating to third parties by candidates or teams applying to the Triggers program.

## **11. PRIVACY AND PROTECTION OF PERSONAL DATA**

**11.1** The personal data collected within the scope of these conditions of participation will be used, solely and exclusively, for the purposes of applications to the Triggers program, with candidates expressly giving, when submitting their application, their free, specific, informed and unequivocal consent to the treatment of them within the scope of the Triggers program and for its purposes, in particular to be used, to the extent strictly necessary, when disseminating and publishing advertising shortlists of applications selected in each phase.

**11.2** The person responsible for processing the personal data of candidates or teams applying to the Triggers program is SCML, a legal entity governed by private law and public administrative utility, with legal entity number 500 745 571 and registered office at Largo Trindade Coelho, 1200-470 Lisbon.

**11.3** Those responsible for applications to the Triggers program must provide their free, specific, informed and unequivocal consent to the processing of their personal data, without which it will not be possible to proceed with the application process.

**11.4** If the data subject withdraws their consent to the respective processing, this will result in the exclusion of the application.

**11.5** Without prejudice to the previous paragraphs, free, specific, informed and unequivocal consent may be requested for the processing of data for other purposes, such as collection and assignment of image and sound rights, which will be expressly identified on a specific form, upon collection.

**11.6** Personal data will be processed for the purposes for which it was collected, for an administrative retention period of 10 years. After this period, the information will be permanently retained, as provided in classification code 900.10.01, reference no. 261, of the document selection table included in Annex I of SCML's Document Management Regulation, approved by Ordinance no. 6/2017 of January 4. Accordingly, once the administrative retention period has expired, the processing of personal data will be carried out in a manner compatible with the original purposes of collection, for archiving in the public interest, scientific or historical research purposes.

**11.7** Under Regulation (EU) 2016/679 of the European Parliament and of the Council, as well as Law No. 58/2019 of August 8, data subjects are guaranteed the right to information, access, rectification, portability, restriction of processing, or erasure of their personal data, as well as the right to withdraw their consent at any time, without affecting the lawfulness of processing carried out prior to withdrawal and subject to the legally established conditions. This is without prejudice to the obligation to disclose benefits granted by Public Administration to individuals, under Law No. 64/2013 of August 27.

**11.8** The exercise of the rights referred to in the previous paragraph may be carried out via the email address [legal.ci@scml.pt](mailto:legal.ci@scml.pt), through the contact form available on the SCML website under Privacy Policy, or by postal mail addressed to the Data Protection Officer at Largo Trindade Coelho, 1200-470 Lisbon.

**11.9** Without prejudice to any other means of administrative or judicial appeal, candidates or candidate teams also have the right to lodge a complaint with the National Data Protection Commission (CNPD) or other competent control authority, in accordance with the law, if deemed appropriate. that the processing of personal data, by SCML, within the scope of the Triggers program and under these Conditions of Participation does not comply with applicable legislation.

**11.10** Further information on the terms, rules and conditions of the processing of personal data can be consulted in the SCML Privacy Policy, available at [www.scml.pt](http://www.scml.pt).

## **12. CONFIDENTIALITY**

The parties undertake to maintain confidentiality regarding the content of all information to which they have access during the Triggers program, notably data that may affect intellectual property rights, even after its termination, except to the extent strictly necessary to the execution of the initiative and its promotion and dissemination, or for the fulfillment of legal duties, unless expressly authorized in writing by the other party.

## **13. FINAL PROVISIONS**

**13.1** SCML, and Casa do Impacto of SCML's team managers appointed for the purposes set out in this document or the members of the jury for each phase of the program cannot be considered responsible for canceling the program in the case of the situation foreseen in item 4.2.5 or for any postponements or changes thereto due to unforeseen circumstances or cases of force majeure.

**13.2** The omitted situations in these Conditions of Participation will be duly analyzed and defined by those responsible for in Casa do Impacto of SCML's team appointed for this purpose.

**13.3** SCML and its Casa do Impacto reserve the right, at any time, to change these Conditions of Participation, and to do so, publish a revised version of them on the SCML Casa do Impacto website, which are immediately applicable after its publication.

**13.4** Participation in the program implies, on the part of candidates or candidate teams, full acceptance of these Conditions of Participation, including the guarantee of the absence of impediments, incompatibilities or conflicts of interest expressly provided for here or provided for in Law, to be part of the Triggers program, as well as the waiver of claims or appeals, judicial or otherwise, in relation to any decisions made within the scope of the same.