

The rules of the Best Practice Contest - edition 2021

§ 1

General provisions

1. The Organizer of the Best Practice Contest, hereinafter referred to as "the Contest", is the municipality of Lublin, Plac Króla Władysława Łokietka 1, 20-109 Lublin, hereinafter referred to as "the Organizer". The Contest takes place within the Cross-Border Cooperation Congress, hereinafter referred to as "the Congress". The organizational unit responsible for conducting the Contest on behalf of the municipality of Lublin is International Cooperation Centre of Lublin City Office st. Jana Gilasa 3, 20-109 Lublin.
2. The aim of the Contest is to identify and promote innovative projects of intersectoral cooperation implemented for the benefit of the local and regional community which are of importance for the development of the city and the region (including the development of international cooperation).
3. The Contest subject are innovative projects implemented in partnership by independent entities belonging to at least two sectors (e.g. local authorities, cultural institutions, schools, universities, entrepreneurs, non-governmental organizations, informal groups, etc.) for the benefit of the local and regional communities.
4. These Regulations set up the rules and mode of conducting the Contest, project evaluation and awarding prizes. While preparing the rules of the Contest, the organizers were following the principles of openness, equality and accessibility to all applicants, regardless of their forms of activity, country, and the status of the entity entering the contestant.

§ 2

Contest recipients

1. The Contest is addressed to all subjects without formal and legal restrictions, including: local authorities, cultural institutions, schools, universities, entrepreneurs, non-governmental organizations, informal groups implementing the submitted projects.

2. Jeden podmiot może zgłosić tylko jeden projekt. One entity may submit only one project.

§ 3

Submitting for the contest

1. The deadline for submissions is **September 20, 2021 inclusive**.
2. The condition for participation in the Contest is to send by the date given in § 3 paragraph 1 by email to the address *konkurs@lublin.eu* the completed application form Annex No. 1 to the current Regulations together with the signed GDPR Information Clause Annex No. 2 to the current Regulations. The form must be completed in one of three languages: Polish, English or Russian.
3. By submitting the application, subjects declare that they do not infringe the third parties rights, including personal rights, and that the project is free from any claims on account of proprietary copyrights from third parties, and in the case of such third parties claims, the applicant shall be solely responsible for those persons. The organizer is not responsible for any copyright infringement.

§ 4

Assessment rules

1. The formal and substantive evaluation of the submitted forms will be performed by the Competition Commission (hereinafter referred to as "the Committee"), consisting of members of the Organizational and Program Committee of the Congress and employees of the Lublin City Office. For formal reasons, the Commission excludes from further evaluation applications which:
 - 1) were submitted after the deadline;
 - 2) incomplete;
 - 3) describe projects implemented by subjects from only one sector (or dependent institutions - e.g. local government and a cultural institution financed in 90% by local government);

2. The substantive evaluation of projects is carried out in two stages. In the first stage, experts make an individual assessment. In the second stage, the Commission determines the final evaluation of the projects at a joint meeting. **The 5 best practices**, with the highest number of points, will be the winners of the Contest.
3. When assessing the content of the best practice, the following are taken into account:
 - 1) the importance of the initiative for the local community;
 - 2) cross-sectoral cooperation;
 - 3) innovation;
 - 4) range of impact and the possibility of multiplication.
4. The decisions of the Committee are final.

§ 5

Prizes in the Contest

1. The winners of the Contest selected by the Committee receive the title of " The Best Practice Contest of the Cross-Border Cooperation Congress 2021" Representatives of the submitting subjects will be invited to Lublin to participate in the Cross-Border Cooperation Congress Lublin 2021 in order to present their project live¹.
Food and accommodation costs of the contestants (only for 1 person) are covered by the Contest Organizer.
2. The Main Prize will be awarded by registered participants of the Congress by online voting from among the winners of the Contest. The voting results will be announced during the official closing of Congress. The main prize is:
 - 1) participation in the next edition of the Cross-Border Cooperation Congress in Lublin and presentation of the practice (the travel, food and accommodation costs are covered by the Organizer);
 - 2) preparation by the Competition Organizer of a film material promoting the Contest winner.

¹ In case of restrictions being introduced on the Republic of Poland as a result of the spread of COVID-19 and closed borders to travelers, descriptions of 5 practices selected by the Committee will be posted on the official website of Cross-Border Cooperation Congress to be read by voters.

§ 6

Final Provisions

1. The winners of the Contest grant the Organizer a free license, non-exclusive, unlimited in time and territory, regarding proprietary copyrights with related rights to be developed in the following fields of exploitation:
 - 1) fixation by any medium;
 - 2) reproduction by any technique;
 - 3) entering into computer memory and transmission in closed or public computer networks, including the Internet;
 - 4) public performance or public reproduction;
 - 5) use licensing;
 - 6) adapting the work to a book, poster, brochures, advertising or information materials, as well as other materials and documents related to the activities of the Ordering Party or subjects cooperating with it.
2. Submission of the application form is tantamount to accepting the Competition Regulations and the GDPR Information Clause.
3. Concerning third-party claims in relation to practice / projects submitted for Contest the project submitting Party is responsible.
4. The Contest winners agree that their winning best practices will be presented on the Organisers' websites and social media free of charge.

Information about the Contest is provided by:

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The application form with the GDPR Information Clause is available for download from the website www.kongres.lublin.eu