

Proposal Submission Rules

We are glad that you want to build the 2021 Innovation Week with us, offering your talent and knowledge to the largest public sector innovation event in Latin America!

The **Innovation Week will take place online from November 9 to 12, 2021**. In the organization of the event, we reaffirm our commitment to **dare and transform to find innovative solutions** in the face of the crisis. Our goal is to propagate ideas and proposals anchored in social ethics, which bring to the fore the challenges found in the social, territorial, digital and management perspective found in the provision of public services.

We recognize collaboration as an essential value for public innovation and we want to create the Innovation Week together with society. Therefore, we are receiving proposals from professionals that wish to present and share ideas, methodologies and practices in the event's connection and inspiration spaces.

These **Proposal Submission Rules** provide some guidelines and rules for this collaboration. By submitting your proposal, you are necessarily agreeing to these conditions:

- We will receive proposals between **July 15 and August 20, 2021** (23:59 - Brasília standard time).
- We intend to hold a plural and innovative Innovation Week, attentive to the present and the future, aware of the **various realities that make up Brazil**, also capable of creating **exchanges with other parts of the world**. These criteria will be taken into account in the selection of proposals.
- We also welcome a **variety of contents and formats**. Thus, we are accepting **activity proposals** in the most different formats: presentations of innovative ideas, success stories and experiences, workshops, round tables, debates, interview programs and whatever your imagination (and our structure) allows.
Propose!
- In addition to activities, we also welcome **content proposals** that can be exhibited or made available to the public in our space: books, courses, games, podcasts, videos, films... We look for proposals that can feed a public service that effectively contributes to a fairer society.
- Our goal is to spread the word about the activities of the Innovation Week. So, if your content or proposal is accepted, they may be disseminated through texts, videos or images on our social networks, websites and other platforms. All activities will be recorded and may be made available on our YouTube channel. Therefore, by submitting your proposal, **you authorize the disclosure of your information, which will form part of the event's schedule, if your proposal is selected.**
- If **you are registering** an activity or some content, **you will be responsible for it**. Therefore, if there is any copyrighted content involved, you **will need to own the copyright** on the submitted work(s), **or have an authorization to use it** from the person or organization that owns those rights. This is because you must authorize the use of promotional materials for the proposal, including still images, texts and videos, on the event's communication platforms, online and offline. The contents will be available on our platform for up to 180 days after the end of the event. If you wish, we can remove content from our platform before the end of such period.
Just ask us by email, and we will remove it within 30 days.
- Innovation Week 2021 will be **offered free of charge** to the general public. Thus, **activities that require any form of payment will not be accepted**. Proponents will receive certificates of participation.
- Likewise, this call seeks **voluntary contributions** for the 2021 Innovation Week. Thus, **we do not offer any form of remuneration** or compensation for activities selected by this channel.
- Films, videos, proposals, books and works with explicit sex scenes, cult of violence or any type of prejudiced approach will not be accepted.
- We want to have an Innovation Week that is different from previous weeks. Therefore, **we will not accept proposals that were selected in previous editions**. Do you have a proposal that is ready and which was not accepted in a previous edition? Yes, you may submit it. Just check that it is in line with the event's values and that it meets these **Proposal Submission Rules**.
- You may submit as many proposals as you like. However, to guarantee variety and diversity, we will accept a maximum of 3 proposals from the same author.
- The curatorial committee will select proposals that will make up the diversified program, following the methodology stipulated by the organization of the event. It is also possible to recommend proposals to the curatorial committee, which will get in contact directly with those responsible for the proposals, inviting

them to participate in the event.

- The selected proposals will be included in the **event's schedule between November 9 and 12** by prior arrangement with the proponents. We cannot guarantee that an accepted proposal will be scheduled to take place on a specific day or time. We also suggest that you reserve the entire period, if you can, to check out all the sessions of the event.

City of Brasilia, July 15, 2021.
2021 Innovation Week