

# Regulations for the awarding of the Grant for the “Francesco Morelli” Dissertation Development

## 1. PURPOSE and RESOURCES

### 1.1 Objectives

The Francesco Morelli Foundation, as part of its project activities for the year 2023, wishes to facilitate access to design culture and professions by contributing to increasing opportunities to study design-related disciplines (in all its meanings), to bring young people closer to the design professions and to foster youth entrepreneurship in the design world.

To this end, the Foundation established the “Francesco Morelli” Dissertation Development Grant for the best work created by IED graduates between September 2022 and July 2023 with the aim of rewarding the year's dissertation projects featuring the highest level of innovation, sustainability, and/or social utility or inclusiveness by making a fund available to award-winners to be used to accompany the award winners in the development of their business plan and to cover some of the start-up costs.

### 1.2 Budget

The Francesco Morelli Foundation provides a fund totalling € 100,000 (one hundred thousand/) to be used to finance certain services necessary for the development of the Projects. It will be the task of the Francesco Morelli Foundation to assess the candidate projects on the basis of their quality and compliance with the criteria and to establish - at its own indisputable judgement - the financial support for each awarded project, until the available financial resources are exhausted.

In the event that the available resources are not fully allocated, they will be allocated to related activities or other projects of the Francesco Morelli Foundation.

## 2. CONTENTS

### 2.1 Beneficiaries

The beneficiaries of the 'Francesco Morelli' Dissertation Development Grant are all students who graduated between September 2022 and July 2023 in the following courses:

- DAPL courses and three-year IED diploma courses at IED Italy locations;
- DAPL and five-year Restoration courses at the Aldo Galli Academy;
- TGEAS courses and four-year IED diploma courses at IED Spain locations;
- Bachelor Degree courses at IED Brazil locations.

## 2.2 Criteria for Dissertation Project Applications

The Grant applications are selected based on the most deserving Dissertation Projects on the recommendation of the seat directors, after consultation with the course coordinators or by setting up a special assessment committee.

The assessment for the candidature of the Dissertations will take into account sustainability and at least one of the following criteria:

- Innovation
- Social utility and inclusiveness;

Each venue may apply for up to five projects.

## 2.3 Development Projects Assessment Criteria

Students whose Dissertation Projects (individual or group) have been nominated for the Grant, will have to submit a Development Project related to their Dissertation Project to the Assessment Committee.

Student applicants will be offered two free seminars, specifically designed to provide them with the basic knowledge to develop a business plan so that it is consistent and sustainable over time.

The Francesco Morelli Foundation Assessment Committee will select the submitted Development Plans on the basis of the following criteria:

- Impact on the actual development of the Dissertation Project
- Consistency of the Project with the application criteria (point 2.2)
- Coherence, consistency and economic sustainability of the Business Plan.

## 2.4 Eligible and ineligible expenses

Eligible expenses are those considered consistent with the Dissertation Project and its further development, as part of the candidate's professional development, including:

- Professional consultancy expenses related to the Development Project (e.g.brand protection, patent protection, legal advice, tax advice, etc.);
- Expenses for the use of *mentoring services*;
- Participation in international events, forums, and trade fairs;
- Communication expenses related to the promotion of the Dissertation Project (e.g.promotional videos, teasers, presentations, etc.);
- Expenses related to the dissemination of the Dissertation Project (e.g.publications, etc.).

Expenses for the purchase of goods and all expenses deemed inconsistent with the development of the Dissertation Project are not eligible, at the sole discretion of the Francesco Morelli Foundation.

## 2.5 Value of the Grant

Each Grant starts from a minimum of €3,000 to a maximum of €20,000 and can cover up to 100% of the costs of the submitted project.

Projects with a value of more than € 20,000 may be submitted in the case of co-financing by private individuals or other entities.

It will be the task of the Francesco Morelli Foundation to assess the candidate projects on the basis of their quality and compliance with the criteria and to establish - in its own indisputable opinion - the financial support for each awarded project, until the available financial resources are exhausted.

## 2.6 Monitoring of winning projects

The winning Projects will enter a monitoring and mentoring programme promoted by the Francesco Morelli Foundation to accompany the winners in the development of the Project, through individual meetings with experienced mentors.

Individual meetings and group sessions are planned throughout the duration of the Project.

## 3. PROCEDURES

### 3.1 Language

The official language of the Grant is English. Therefore, all projects and documents produced must be in English.

### 3.2 Applications

Candidates are submitted directly by the Directors of the local IED locations, in consultation with the course coordinators or by setting up a special assessment committee.

Applications must be submitted by each Venue by 22/09/2023 to the certified email address [fondazionefrancescomorelli@legalmail.it](mailto:fondazionefrancescomorelli@legalmail.it) with the following attachments:

- Application Form (Annex A) containing a summary description of the selected Dissertation Project and the opinion of the coordinators or assessment committee (if any);
- Complete Dissertation Project;
- Nomination application acceptance form (Annex B) signed by the student(s) involved in the Project
- Copy of a valid identity document for each candidate

The Foundation may request additional documentation at its discretion.

### 3.3 Training of candidates

In the first two weeks of October 2023, all applicants will be required to attend two free training seminars, delivered by experienced teachers and mentors, who will provide them with the basic tools to develop their idea and create an effective and economically sustainable business plan.

### 3.4 Development Projects Assessment Criteria

On penalty of forfeiture of the application, applicants are required to submit their Development Project by 20/10/2023 by sending to the certified email [fondazionefrancescomorelli@legalmail.it](mailto:fondazionefrancescomorelli@legalmail.it) the following attachments:

- Development Project (Annex C) and its budget
- Curriculum Vitae (of the applicant or all applicants, in the case of group projects)
- Video of a maximum duration of 2 min. in which the winner(s) briefly describes the following points:
  1. Project Name
  2. Project description
  3. How the project works
  4. What problem does the project solve

### 3.5 Assessment Committee

It will be the task of the Francesco Morelli Foundation to appoint a special Assessment Committee to assess the quality and consistency of the Development Projects received and, at its sole discretion, select the deserving projects and the financial support that the Foundation will provide for each, until the available financial resources are exhausted.

### 3.6 Development Projects Assessment

The Assessment Committee, having examined the Dissertation Projects, shall assess the validity and consistency of the Development Projects submitted and, at its sole discretion, shall allocate the applicable financial support (partial or total) for each project, until the allocated fund is exhausted.

The Committee's assessment will take the following criteria into account:

- Impact on the actual development of the Dissertation Project
- Consistency of the Project with the application criteria (point 2.2)
- Coherence, consistency and economic sustainability of the Business Plan.

### 3.7 Announcement of Winners

The winners and the amounts awarded for each Project will be announced through publication of the ranking list on the website [www.ffmorelli.it](http://www.ffmorelli.it) by the deadline of 30/11/2023.

### 3.8 Maximum Term of the Development Projects

The Development Projects must have a maximum term of 12 months from the date the Grant is awarded. Reports must be submitted no later than 30/11/2024.

### 3.9 Monitoring and Progress of Projects

The winning projects will enter a special mentoring programme.

In particular, a dedicated tutor will help the grantees set two intermediate goals and will meet the contact persons of each winning project in two different occasions during the year (approximately in April and September), to check the achievement of these goals, supporting the grantees in advancing their idea and resolving any issues.

### 3.10 Grant Payment

The grant will be paid, into a current account in the name of the winner(s), according to the following schedule and methods:

- 25% within 30 days from the announcement of the winners
- 25% within 30 days of the first monitoring meeting (scheduled for April 2024) or in any case after the first intermediate goal has been met
- 25% within 30 days of the second monitoring meeting (scheduled for September 2024) or in any case after the second intermediate goal has been met
- 25% within 30 days of the submission of the expense report, if there is no need to supplement the report.

### 3.11 Reporting

The final documentation must be submitted by 30/11/2024 by certified email at [fondazionefrancescomorelli@legalmail.it](mailto:fondazionefrancescomorelli@legalmail.it) with the following attachments:

- Detailed report of the work done
- Reporting Form (Annex D)
- Copies of paid invoices and proofs of expenditure with fiscal value, paid exclusively by traceable payment (bank transfer or credit card in the name of the winner(s)). Only payments issued after 01/12/2023 and before 30/11/2024 will be taken into account.

### 3.12 Project Changes

Changes respect to what is established in the selected Development Project must be notified to the Francesco Morelli Foundation no later than 15 days after the change has occurred. The Francesco Morelli Foundation reserves the right not to authorise changes that might affect specific elements and features that contributed to the positive assessment of the Project by the Assessment Committee.

A decrease in expenses within a margin of 20% of what is stated in the budget may be allowed in the final statement. Higher differences may be allowed upon presentation of a detailed report justifying the budget reduction, only if the project remains substantially consistent with what was stated in the application. In the event of a decrease in expenses by more than 20%, it shall

be the indisputable decision of the Francesco Morelli Foundation to accept the stated reasons, reduce the value of the support granted in proportion to the decrease in budget or - if the reasons are not accepted due to a project that is substantially inconsistent with what was stated in the application - revoke the Grant awarded with the consequent reimbursement of the advance payment received.

Should the expenses incurred turn out to be higher than budgeted (e.g. due to an increase in the price of raw materials, fuel, etc.) for reasons not foreseeable at the time the Project was submitted, the Foundation reserves the right to cover any shortfall, at its sole discretion and taking into account the funds available for the initiative.

## 4. WITHDRAWAL, WAIVERS AND OBLIGATIONS OF THE BENEFICIARY

### 4.1 Withdrawal and grant reduction

The Grant may be withdrawn in full or in part in the following cases:

- a. original or supervening shortcoming in the subjective eligibility requirements;
- b. submission of false declarations concerning the requirements or key facts for Grant application;
- c. when the documentation produced or the checks and verifications carried out show that the beneficiary has failed to fulfil his/her obligations under this notice;
- d. in the event that, following verifications, an amount of eligible expenses is found to be lower than the eligible expenses, or irregularities are found in the expenditure documentation submitted and/or in the eligibility requirements concerning the beneficiary or the expenses incurred;
- e. if the beneficiary does not make him/herself available for the verifications or does not submit the documents requested during the verifications;
- f. if serious shortcomings are identified over the course of the project development;
- g. failure of the beneficiaries to comply with their obligations under this notice.

If the withdrawal occurs after the Grant has been awarded, the amount already paid shall be refunded and the beneficiary shall proceed with the repayment of the related amount by bank transfer to the Foundation's bank account within and no later than 30 days from the request for reimbursement.

### 4.2 Waiver of Grant

If the beneficiary(ies) wish(es) to waive the Grant, an official notification must be sent to the Francesco Morelli Foundation by certified email at [fondazionefrancescomorelli@legalmail.it](mailto:fondazionefrancescomorelli@legalmail.it)

If the waiver occurs after the grant has been awarded, the amount already paid shall be refunded and the beneficiary shall proceed with the refund of the related amount by bank transfer to the Foundation's bank account within and no later than 30 days of the waiver.

### 4.3 Beneficiary Obligations

Formal acceptance of Grant application by signing the Application Acceptance Form, binds the beneficiary to comply with the provisions of these Regulations. The beneficiary undertakes to develop and implement the Development Project in terms consistent with the Regulations. In the event of substantial changes to the Development Project, such as to profoundly alter its nature and purpose, the Grant allocation may be reconsidered, with the consequent recovery of any amounts already paid.

The beneficiary also commits to include the logo of the Francesco Morelli Foundation with the words “with the support of the Francesco Morelli Foundation” in all promotional and communication materials of his/her project.

## Information pursuant to Art. 13 and 14 of European Regulations 2016/679

Pursuant to Articles 13 and 14 of the European Regulations 2016/679 (hereinafter GDPR), the Francesco Morelli Foundation, as Data Controller, must inform you of the following:

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### **Data Controller and Data Protection Officer**

The data controller is the Francesco Morelli Foundation (hereinafter referred to as the "Foundation" or "Data Controller"), based in Milan, Via Amatore Sciesa, 20135 Milan. The Data Controller can be contacted by e-mail to [info@ffmorelli.it](mailto:info@ffmorelli.it).

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### **Purpose of the data processing**

The purpose of the processing is the correct and full implementation of the Dissertation Development Grant procedure, verification of the documentation delivered and the management of communications.

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### **Categories of data processed**

The Foundation may process your personal data, on a case by case basis, as follows:

1. Personal data (name, surname, date of birth, residence address, tax code);
2. Contact data to be entered when filling in the registration form (telephone number, e-mail);
3. Personal data on educational qualifications and certifications;

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### **Legal basis for the processing**

Your data will be processed lawfully as established in Art. 6 paragraph 1 b) of the GDPR where it is necessary for the performance of an agreement to which you, as the data subject, are a party or for the performance of measures prior to the agreement taken at your request;

It should be noted that the data may be processed without specific consent, in addition to the cases mentioned above, pursuant to Art. 6 paragraph 1 in the following cases:

- ~ the processing is necessary to comply with a legal obligation to which the data controller is subject;
- ~ the processing is necessary for the protection of the vital interests of the data subject or another natural person;
- ~ the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller;
- ~ the processing is necessary for pursuing the legitimate interests of the data controller or a third party, provided that the interests or the fundamental rights and freedoms of the data subject requiring the protection of personal data are not overridden, in particular where the data subject is a minor.

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### **Consequences of non-disclosure of the personal data**

With regard to the personal data required for the Dissertation Development Grant procedure or for the handling of communications related to it, failure to provide the personal data constitutes an impossibility to proceed.

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### **Method of the data processing**

The processing is carried out by means of the operations or set of operations specified such as collection, recording, organisation, storage, consultation, processing, modification, selection, extraction, comparison, use, blocking, communication, erasure and destruction of data, in compliance with the provisions of the law (Reg. EU No. 2016/679),

The data will be processed in written form and/or on magnetic, electronic or telematic supports for the sole to pursue the purposes set out above.

Your data are processed by adequately trained staff and employees appointed as data processors.

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### **Data Storage**

Your personal data, processed for the above-mentioned purposes, shall be stored for the duration of the competition and for 5 years thereafter.



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### Disclosure of Data

Your personal data may be disclosed and used within the Foundation by authorised personnel and will not be disclosed to third parties except in the case of:

1. consultants and accountants or other officials providing functional services for the above purposes;
2. banking and insurance institutions providing functional services for the above purposes;
3. entities that process data to carry out specific legal obligations;
4. judicial or administrative authorities, for the fulfilment of legal obligations;
5. systems and IT manager for computer system maintenance and backup management.

The Foundation uses a number of service providers appointed as external data Protection Officers. The list of these entities is constantly updated and is available at the Foundation's headquarters. For information on this, please send an e-mail to [info@ffmorelli.it](mailto:info@ffmorelli.it).

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### Data Profiling and Dissemination

Your personal data are **not** subject to any fully automated decision-making process, including profiling, and are not subject to dissemination, unless the latter activity is necessary to comply with legal or regulatory obligations.

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### Data transfer abroad

Your personal data may be transferred to countries within the European Union within the scope and limited to the above-mentioned purposes; **no** transfer of data to countries outside the European Union is envisaged.

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### Rights of the data subject

Pursuant to Articles 15 to 22 of the European Regulation 2016/679, you may at any time exercise the rights set out in these articles, in particular the right to *access your data, rectification, erasure, restriction, data portability, objection* and to be informed about processing carried out by means of automated decision-making processes concerning natural persons, including profiling. In order to exercise these rights, you may contact the Foundation directly by e-mail at [info@ffmorelli.it](mailto:info@ffmorelli.it) or lodge a complaint with the Data Protection Authority (Autorità Garante per la protezione dei dati personali - contact section - [www.garanteprivacy.it](http://www.garanteprivacy.it)).