COSLADA SMART LOGISTICTS COMPETITION GUIDELINES

Introduction

Let us introduce the 1st competition Coslada Smart Logistics, organised by the Coslada City Council, in collaboration with the Polytechnic University from Madrid.

Coslada has historically been a municipality with a very intense logistic activity. On the other hand, the concept of Smart City, is not still enough developed in the logistic field. This way, the main goal of this contest is to gather ideas that may be interesting for the development of the activities linked with logistics in the municipality of Coslada, in order to contribute in some way to benefit its population and companies.

Therefore, the main goals of the contest are the following:

i.   Spread the concept of Smart City amongst students and citizens, provide information on the state of art in this sector and on the initiatives that are taking place in other countries.
ii. Detect innovative and feasible ideas, applicable to the city of Coslada.
iii. Contribute to the evaluation of the best ideas attending to the evaluation criteria which are pointed out in this text.
iv. Reward the best projects

Rules and guidelines

1. Structure

The competition will consist of the following stages:

- Participants call and Smart City concept spread.
- Teams and initiatives inscription: from the 5th of September to the 15th of October via online (http://cosladasmartlogistics.industriales.upm.es/index.php/inscripcion/).
- Ideas fight and evaluation
  - Stage I: ideas selection.
  - Stage II: initiatives development.
- Awards ceremony: it will be a ceremony with the presence of the Mayor of Coslada. The awarded teams will be announced the 20th of November, 2016 through the web page (http://cosladasmartlogistics.industriales.upm.es/index.php/tablon/).

2. Participants

Teams from one to five people may participate in the contest. There is not any limitation what so ever regarding the age, nationality, education or relationship with any entity. The team must name a person responsible for being in contact with the organisation and for the delivery of the pertinent documents and forms.

Any changes in the people who integrate a team, either in the members or the person responsible, must be communicated to the organisation as soon as possible. In case this does not happen, the organisation reserves the right for removing this team from the contest.

It is forbidden the participation in the contest of any organiser, or first-grade familiars of organisers.

3. Inscription

To participate in the contest it is necessary to fill in an online form that will be provided in the competition's official webpage (http://cosladasmartlogistics.industriales.upm.es/index.php/inscripcion/). There, you will be asked the following information:

- ☐ Name of the team and participants.
- ☐ Inscription form, which includes a description of the idea which is going to take part in the competition.

It is indispensable to follow the guidelines and format suggested in the previous sections to be able to aim for the awards.

4. Stage I: ideas selection

Together with the inscription form, the teams will include a description of the ideas that will take part in the contest, under a format provided by the organisation. It is very important the relationship between the idea and the concept of Smart City (see http://cosladasmartlogistics.industriales.upm.es/index.php/concepto-de-smart-city/). Facts such as feasibility, efficiency, impact and profitability will also be taken into account. For this reason, it is advised the revision of a the field research on the city of Coslada that the organisation provides, which you can find here (http://cosladasmartlogistics.industriales.upm.es/index.php/2016/07/27/informacion-de-la-ciudad-de-coslada/).

This way, the proposals will be made up of an executive summary on the initiative which will be part in the contest (format given by the organisation, online).

The proposals that will go ahead to the Stage II will be announced on the 15th of October, 2016.

5. Stage II: initiatives development

In this second stage of the competition, the ideas selected on stage I will be developed further, with the aim of getting a deep insight into the initiatives and team members in order to choose the awarded ideas. The best idea, according to the evaluation criteria and judges, will be proclaimed as the winner of the contest. The teams must provide the following information:

- A link to a brief presentation video of the team members. This video will not be seen by the judges. It will be used to identify the members of the awarded teams. (Max. 2 min.)
- A link to a development video of the idea/initiative which will take part in the contest. This video should explain clearly the idea, its implementation, impact and benefits for society. (Max. 10 min.) In this video there must NOT be included any information about the name of the team or members, in order to keep the anonymity and make the evaluation as objective as possible.
- A PDF file developing the initiative. It must include aspects as the social, economic, politic and environmental impacts; a rough analysis on implementation, operation and maintenance costs; and anything else considered necessary to make the initiative as clear as possible (charts, diagrams…).
- A PPT file which summarizes the main ideas exposed in the video and PDF. This PPT may be used to support the 10 minutes video.

The videos must be posted on YouTube anonymously, not to be easily found by the competitors. If any team has problems to post the videos, do not hesitate on contacting with the organisation (http://cosladasmartlogistics.industriales.upm.es/index.php/contacto/).

6. Schedule

5th of September, 2016	Competition inscription period opening.
15th of October, 2016	Closing of the inscription period to Stage I.
30th of October, 2016	Announcement of the ideas acceding to Stage II
20th of November, 2016	Awards ceremony.

7. Confidentiality agreement

All the personal information gathered during the present course will respect the guarantees established by the Spanish LOPD (Ref. BOE-A-2003-23936). We would like to emphasize the following points:

✓ There will exist a file with the basic data of the members of the teams and participants.
✓ The goal of the information gathered is exclusively the identification of the members of the team.
✓ Once the contractual services have been fulfilled, the personal information will be destroyed or given back to the person responsible for its treatment, as well as any other document or basis with any personal information sensitive to treatment.
✓ The refusal to supply the minimum data required (full name of the team and members, age, occupation), may lead to the elimination of the team from the contest.
✓ There is the possibility of rectifying or cancelling the personal data. In this case, they will be automatically destroyed.

On the other hand, the UPM, along with the Coslada Council, as well as all the entities taking place in the programme, become engaged in guarantee the confidentiality of the ideas and projects submitted and developed during the programme. However, the UPM and Coslada council may be able to use the general ideas from the projects for its own interest. Once the competition is finished and awards are given, the rights of the ideas will be property of the Coslada City Council.

8. Rules and guidelines acceptation

By filling the inscription of the contest, the rules and guidelines exposed in this text are automatically accepted.

9. Jury and evaluation criteria

The evaluation of the different proposals will be made so that the teams are kept unidentified during the process of valuation, in order to guarantee the most objectivity possible.

The jury will pay especial attention to the following features:

- Applicability of the initiative on the city of Coslada, bearing in mind the particularities that define this city.
- Social, economic, political and environmental impact of the initiatives. Sustainability will be positively taken into account and those ideas responsible with the environment.
- Feasibility and realism of the initiative.
- The quality of the initiative.
- Originality and creativity of the ideas.

10.   Awards

The awards ceremony will take place on the 20th of November, 2016. This will close the competition Coslada Smart Logistics. The awards distribution will be the following:

- **1st award: 2.000€.**
- **2nd award: 1.000€.**
- **3rd award: 600€.**
- **4th to 10th award: 200€.**

In case that the ideas do not achieve a minimum level, or the expected perspective, the organisation keeps the right to leave some of the awards empty.