

# CIRCULAR CULTURES DESIGN SCHOOL

## TERMS AND CONDITIONS

November 2024



**SMART ATTICA** European Digital Innovation Hub



Co-funded by the European Union



PROGRAMME 2021 – 2027  
**COMPETITIVENESS**

The program is implemented in partnership with Smart Attica European Digital Innovation Hub. The project is co-funded by the European Union. Views and opinions expressed are, however, those of the author(s) only and do not necessarily reflect those of the European Union or the European Commission. Neither the European Union nor the granting authority can be held responsible for them.

## Contents

1	INTRODUCTION.....	3
2	SUBMISSION REQUIREMENTS.....	3
2.1	BACKGROUND & PREVIOUS EXPERIENCE (PROFILE OF PARTICIPANT) .....	3
2.2	TYPE OF PARTICIPATION & REPRESENTATION.....	3
2.3	FACTS TO CONSIDER BEFORE APPLYING .....	4
3	APPLICATION .....	5
3.1	APPLICATION FORM.....	5
4	SELECTION.....	5
4.1	SELECTION PROCESS.....	6
4.2	SELECTION CRITERIA.....	7
4.3	RESULTS ANNOUNCEMENTS & CONFIRMATION OF THE PARTICIPATION .....	7
5	ACCESSIBILITY, INCLUSIVITY AND FAIR SELECTION.....	8
6	INCENTIVES .....	8
7	INTELLECTUAL PROPERTY, CONFIDENTIALITY AND PUBLICATION RIGHTS .....	9
8	PERSONAL DATA PROTECTION .....	9
9	COMPLIANCE WITH TERMS AND CONDITIONS OF THE PROGRAM.....	9

## 1 INTRODUCTION

These Terms & Conditions apply to applicants ("Applicants") and participants ("Participants") in the Circular Culture Design School 2025 ("Program"). Please carefully read the following Terms & Conditions ("Terms") before applying to or participating in the Program, organized by ARIONA HELLAS S.A. (through ONASSIS ONX team) and the British Council of Athens ("Organizers"). By submitting an application, you acknowledge that you have read, understood, and unconditionally agree to all these Terms and Conditions.

If you do not agree with any of these Terms, please refrain from applying to the Program.

## 2 SUBMISSION REQUIREMENTS

### 2.1 BACKGROUND & PREVIOUS EXPERIENCE (PROFILE OF PARTICIPANT)

- The program is open to up to sixty (60) participants from different disciplines within the creative industries, e.g. Creatives, Designers, Architects, Artisans, Material Scientists, Product Designers, Crafters, Urbanists, Urban Planners, Sustainability Experts/Advisors, Web Designers, Game Developers, Marketing Agents, Makers, Graphic Designers, UI/UX Designers, Visual Artists or other relevant disciplines.
- A minimum of 3 years of professional experience in the aforementioned industries is required and must be demonstrated. Applicants are required to submit a sample of their previous works (portfolio).
- There is no requirement for formal academic degrees of the Applicants and there are no age restrictions for Applicants.

### 2.2 TYPE OF PARTICIPATION & REPRESENTATION

- The Program is open to individual persons (individuals professionals) and legal entities (companies) residing or having registered offices in Greece. Representatives of legal entities will have priority in the selection process on Strands B and C. However, individual professionals with relevant expertise are strongly encouraged to apply.
- One can participate as a representative of a legal entity by submitting the name of the entity they represent.
- Only one (1) person can participate representing each legal entity. In case of multiple applications of different individuals for the same legal entity, the selection of one person/member representing such entity (the one with the highest score during the selection process) leads directly to the exclusion of others.
- In case of participation as a representative of the legal entity, the Participant must commit in fulfilling the below-mentioned process (see below section 4.3)

## 2.3 FACTS TO CONSIDER BEFORE APPLYING

By submitting an application in the Program, applicants express their availability and strong willingness to:

- Participate in person during the whole Program, taking place at Onassis AiR (2, Galaxia street, 11745, Neos Kosmos) from January 21<sup>st</sup> – 24<sup>th</sup>, from 17:00 – 21:00 daily and from 12:00 – 16:00 on Saturday the 25<sup>th</sup>.
- Participate actively in all workshops, discussions, and activities during the aforementioned times.
- Work collaboratively with diverse teams and stakeholders and contribute to the participating community.
- Bring their own laptop and equipment.
- Commit in the working language of the Program prior and during the days of the Program. The working language of the Program is English. The application form and any other supportive material must be submitted in English.

### 3 APPLICATION

- Applicants are asked to submit their application via the official portal of the Onassis Foundation website, through an online application. Applications received by any other means will not be accepted and evaluated.
- Applications will remain open until the **15th of December 2025**, at 23:59, UTC+2.
- The application form and any other supportive material must be submitted in English. Applications and material submitted in any other language will not be accepted and evaluated.
- Each Applicant may submit only one (1) application. In the case of multiple applications, the first application only will be taken into consideration.
- In the application form, Applicants must indicate the Strand of their preference. Each applicant can apply in only one Strand.  
(Strand: The program consists of three focus groups on the distinctive thematic areas: a) “Materiality”, b) “Immateriality” and c) “Hybrid World” in Circular Design, taking place simultaneously in different locations at Onassis AiR spaces. Most of the activities taking place during the Program will be accessible to the participants of the Strand that they participate. The curriculum and the learning outcomes are designed specifically for each Strand and differ to each other.)

#### 3.1 APPLICATION FORM

In the online application form, Applicants are asked to provide:

- Contact Information
- Personal Details
- Portfolio

Note: If the work samples are time-based, applicants must ensure their duration is limited to 3 minutes or submit the 3-minute excerpt they wish to be reviewed. In case the applicant adds a link of a locked file, they have to make sure that they also provide the password.

For both strands, applicants are asked to answer the following 3 obligatory questions:

- **What is your relevant experience with the selected strand? \***  
Briefly describe your current practices, materials, technologies, or tools relevant to your chosen strand. Highlight any innovative approaches, methodologies, or projects your company or team has developed in this area.  
(max. 150 words) – 1000 characters
- **How do you plan to apply the knowledge and skills gained from the CC Design School in your current or future projects? Do you have any specific idea that you plan to explore during and after the program? \***  
(max. 200 words) – 1250 characters

Last but not least, applicants are asked to commit and attend in person the 5-day Program, as detailed in section 9 hereinbelow. The ability to attend the Program in person is a prerequisite for the acceptance of their application. By answering no in the question below of the online application, their application will not be reviewed and accepted for the Program.

- **Are you committed to participating actively in all workshops, discussions, and collaborative activities throughout the entire program? \***

Note: Full participation is a **prerequisite** for this year's Circular Cultures Design School. By selecting no, your application will be reviewed but not accepted in this year's CC Design School.

- Yes
- No

## 4 SELECTION

### 4.1 SELECTION PROCESS

- The Program consists of 3 Strands (=focus groups) on the topics of: a) "Materiality", b) "Immateriality" and a c) "Hybrid World" in Circular Design.
- No more than 20 Participants will be selected for each Strand.
- Applicants are being evaluated separately, based on the Strand that they have selected.
- The selection for the Program will be done in two (2) phases.

#### PHASE I: SCREENING

At this state of the selection process, each application will be received and initially reviewed by an Onassis ONX (Ariona) team member. The reviewer reviews all applications in order to ensure that the eligibility criteria stated in the present Terms & Conditions are fulfilled.

More specifically, the reviewer assesses (**eligibility criteria**):

- All required fields are correctly filled in.
- The Applicant is committed to fully attend physically the Program taking place at Onassis AiR (2, Galaxia street, 11745, Neos Kosmos) from **January 21<sup>st</sup> – 24<sup>th</sup>, from 17:00 – 21:00 daily and from 12:00 – 16:00 on Saturday 25<sup>th</sup>.**
- Applicant's commitment to actively participate in all workshops, discussions, and activities during the aforementioned time period.
- Willingness to collaborate and contribute to the participating community.
- Acceptance of the present Terms & Conditions and Privacy Notice of the Program.

## PHASE II: SHORTLISTING

In Phase II, the chosen applications, including the requested supporting materials, will be reviewed in detail by expert members of the ONASSIS ONX (Ariona) team and British Council team. ARIONA is responsible to collect all submissions and give access to team members of British Council in Athens and London as evaluators. The final selection is made jointly, based on the selection criteria described below.

### 4.2 SELECTION CRITERIA

- Clarity of intent and applicant's goals alignment with Program's and Strand's objectives.
- Feasibility and potential impact of how the applicant plans to apply the knowledge and skills gained from the Program in their current or future projects.
- Quality, creativity, and relevance of the submitted portfolio to the chosen strand
- Overall potential impact of the applicant's participation on their work and contribution to the Program's community.
- For Strands B & C: 70% of participants will be representatives of legal entities

It is expressly stated herein that:

- The criteria set out above shall all be taken into account jointly by the Organizing team (i.e. Onassis ONX (Ariona) and British Council), which shall, however, select the Participant freely, at their absolute discretion.
- The Organizing team is will not be able to provide feedback on unsuccessful application.
- Once the results have been announced, there shall be no re-evaluation of the submissions, and there can be no appeals.

### 4.3 RESULTS ANNOUNCEMENTS & CONFIRMATION OF THE PARTICIPATION

- Each selected participant will be informed **by December 23<sup>rd</sup>, 2024**.
- After the announcement of the selection results, selected Applicants must confirm their participation by completing an online participation form **by January 8<sup>th</sup>, 12:00**.
- Participants selected following the selection process mentioned below shall execute the following documents in order to confirm their participation:
  - **Natural person:** *complete an online confirmation form*
  - **Legal entity:**
    - complete an online confirmation form
    - sign an agreement with the Organizers >, in which the represented legal entity agrees to receive the services provided by the Program,
    - provide a "de minimis" declaration > stating that it is eligible to receive the following mentoring/training support being part of an EU funded program.
- No or delayed completion of the above-mentioned gives the right to the Organizers to consider the application as withdrawn.
- In case a selected Applicant confirms his/her participation by any other means, the Organizers reserve the right to terminate participant's involvement in the Program.

## 5 ACCESSIBILITY, INCLUSIVITY AND FAIR SELECTION

CC Design School is firmly committed to fostering a diverse, inclusive, and equitable environment where everyone is welcome to apply and participate. We strongly believe in the value of diversity and inclusivity for fostering innovation, creativity, and a positive community.

**Equal Opportunity:** We ensure equal opportunity for all applicants without regard to age, race, color, religion, sex, sexual orientation, gender identity or expression, national origin, disability status, genetic information, veteran status, or any other characteristic protected under applicable law. Our selection process is designed to be transparent, objective, and free from bias.

**Fair Selection Process:** Our selection criteria are based on relevant qualifications, experience, skills, and other program-specific requirements. We are committed to conducting a fair, transparent, and unbiased selection process to identify the most suitable candidates for our program.

**Accessibility and Accommodation:** We strive to make our application and selection processes accessible to everyone. Applicants with disabilities are encouraged to apply, and reasonable accommodation will be provided to ensure they can participate fully in the application and selection process. All spaces are wheelchair accessible.

**Continuous Improvement:** We are dedicated to continuously improving our practices to enhance inclusivity and equity. We welcome feedback from our applicants and participants on how we can better achieve these goals.

## 6 INCENTIVES

- Certificate of attendance by the completion of the program.
- Participation in a 5-day workshop, led by expert UK tutors
- Expert mentoring and guidance for works-in-progress by tutors and guest speakers.
- Opportunity to develop your own project.
- Opportunity to join an international network of makers/ creatives.
- Opportunities to be included in potential follow-up work / opportunities with the organizers.



## 7 INTELLECTUAL PROPERTY, CONFIDENTIALITY AND PUBLICATION RIGHTS

- Applicants retain full ownership over their prior information and intellectual property rights. By submitting their application, Applicants represent and warrant that they hold ownership of or have legally obtained a relevant license (in writing) to use all elements provided/submitted as part of their application and that the provided materials and information do not infringe any intellectual or other property rights, including patents, of any other persons, companies, or entities. Elements of the application that are based on rights held by others, such as patents, must be marked as such in the application.
- The submission of the proposal does not constitute any transfer of Intellectual Property Rights (IPR) to the Organizers. Intellectual Property developed by Participants during the Program is retained by the respective Participant, unless otherwise agreed to in writing.
- The Organizers will discuss, evaluate, share and in general process the information that you provide solely for the purposes and in the manner that are identified herein, namely for the purpose of reviewing and selecting Participants to the Program under the present Terms & Conditions. However, please refrain from including any proprietary or confidential information in your application.
- Your application to the Program does not create any kind of relationship between you and any of the Organizers, other than your agreement to this site's Terms of Use, and you won't receive any compensation for your application.

## 8 PERSONAL DATA PROTECTION

For information on the processing of personal data in the context of the Program, please refer to the Privacy Notice that is attached herein.

## 9 COMPLIANCE WITH TERMS AND CONDITIONS OF THE PROGRAM

- By submitting their application form, Applicants agree to the present Terms and Conditions, which form part of their submission.
- The Organizers reserve the right to amend these Terms and Conditions at any time in the future.
- These Terms and Conditions are governed by the laws of Greece. Any disagreement or dispute which may arise in connection with these Terms and Conditions which cannot be settled amicably will be brought before the courts of Athens, Greece. To the maximum extent permitted by law, under no circumstances and under no legal theory, whether in tort (including negligence) contract or otherwise, shall any of the Organizers be liable for any special indirect, punitive, incidental, or consequential damages of the Applicants/Participants, including loss of profit.
- You may withdraw your application at any time by informing us by email at any time by the 8<sup>th</sup> of January 2025, 12:00.

- The Organizers reserve the right to terminate a participant's involvement in the Program for failure to comply with any with these Terms & Conditions.
- Participants of the Program might be subject to a formal ex-post impact assessment within five years after the end of the Program (January 2025). This is to determine the impact of the Program's outputs.

If you have any questions about the application or the Program, please email [digital@onassis.org](mailto:digital@onassis.org) and/or Anastasia Mavrogianni, Innovation & Community Events Coordinator ([amavrogianni@onassis.org](mailto:amavrogianni@onassis.org)) (Office hours: Monday to Friday, 10:00-18:00 UTC+2).