

LatinLAB



Guidelines on the
LatinLAB Challenge 2022

Are you ready
for the
LatinLab
CHALLENGE ?



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1. PREFACE

These Guidelines are a useful summary of all information, terms and conditions for those participants who would like to be involved in the international LatinLAB Challenge, inspired by the [Urban Farm Challenge](#). The pre-registration form is available at [this link](#). For any clarification you can contact LatinLABchallenge@unibo.it.

2. THE CHALLENGE

The competition is intended for UNIBO students and Latin American citizens interested in making a contribution in the prevention, reduction, valorisation and management of food losses and waste (FLW).

Teams are called upon to search for solutions to tackle FLW throughout the food chain in Latin America. Proposals must be based on the hierarchy of food recovery as a conceptual framework (Fig. 1).

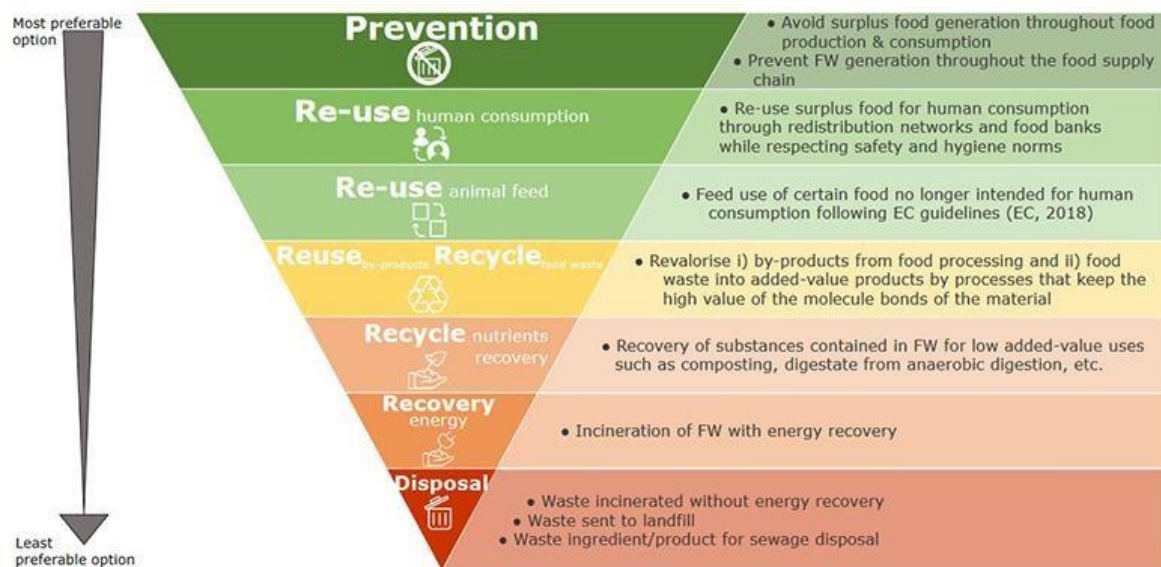


Figure 1. Hierarchy for prioritisation of food surplus, by-products and food waste (FW) prevention strategies (Source: European Commission (2021) adapted from Teigiserova et al. (2020), Papargyropoulou et al. (2014) and UNEP (2014)).

The interventions must also have a strong social and/or entrepreneurial connotation, promoting the generation of new forms of employment. The competition will take place in English language and will be evaluated by an interdisciplinary and international jury of experts.

2.1. The Aim

The main aim of the LatinLAB Challenge is to stimulate the ideation and design of innovative solutions that integrate technological, environmental, educational, social and economic aspects, for the prevention, reduction, valorisation, and optimised management of FLW throughout the food chain in the context of Latin America. It is moreover intended to promote multidisciplinary and international cooperation between students belonging to UNIBO and Latin American universities of ILLA's partner countries as well as citizens from those same countries. Every team can decide to design innovative solutions in one or more research fields (e.g., prevention, re-use for human consumption, re-use for animal feed, re-use of by-products and recycle of food waste, recycle for nutrients recovery, recovery of energy, and disposal).

The three best proposals will be selected to be further developed by the teams during the Training Lab hosted in Santo Domingo (Dominican Republic) in February 2023 to acquire skills that could be useful for the development and improvement of their final project. At the end of the summer school, the best projects will be awarded with a 10days study visit to Emilia-Romagna (Italy) that will include the participation in MACFRUT exhibition 3rd -4th -5th May 2023), visits to local small and medium enterprises and a dedicated series of seminars organized by the Department of Agricultural and Food Sciences (DISTAL) of UNIBO.

2.2. Challenge Clarification

The project proposal must include:

- solutions related to the main needs and challenges of the Latin American community to prevent, reduce, manage and/or valorise FLW, co- and by-products along the food supply chain;
- the most important sustainability aspects of your innovative concept to better address current and future global challenges.

Project proposals not addressing these aspects would not be evaluated.

The project proposal could include:

- FLW prevention, reduction, and efficient management, environmental impacts, by-product valorisation and circularity concepts as key functions to be developed in your project;

- focus on local foods and products with a significant economic and social impact in local contexts in Latin American countries;
- both technological and non-technological (e.g., social, organisational, etc.) innovations as important aspects for FLW prevention and reduction advancement;
- strategies to be scalable to food industry, production, Ho.Re.Ca. services, distribution and/or domestic consumption.

2.3. Teams composition

Teams have to be composed by 3 participants. Teams with international and multidisciplinary members are very welcome, although this is not a compulsory requirement. Proposals from teams composed by less than 3 persons will not be accepted. In case you will need some help to build up your team, join the dedicated Facebook group ([link](#)) and introduce yourself through a post, indicating your university or professional background, and asking for collaboration.

3. ROUNDS, SELECTIONS AND DEADLINES

3.1. Stage 1

Teams can pre-register starting from 28th of October at [this link](#). The participants must pre-register online filling the form at [this link](#) providing all the required information (i.e., name, surname, type of participant, email contact).

The final registration procedure will be made available via communication. For the final registration, participants will have to send via email the following items:

- Abstract of the project
- Video presentation

In the text below, you will find detailed conditions regarding how to send and prepare the material for the submission.

Abstract

The abstract is a short summary of your project written in English with a maximum range of 800 words + 1 figure. The abstract must be attached in pdf format, following our template (see Annex I). The use of the template is mandatory. Abstract must be

shared within the final registration procedure, which will be made available via communication. Before sharing it, rename your PDF file by using only the team's name.

Video Presentation

Each team has to produce a 3-minutes video (MP4) introducing the team members, the general idea and the main aims of their project focused on the prevention, reduction, management and valorisation of FLW in Latin America. Video must be created by using a file sharing software (e.g., WeTransfer or Youtube with a private video) and shared within the final registration procedure, which will be made available via communication. Before sharing it, rename your MP4 file by using only the team's name.

Evaluation criteria

A preselection of the proposals is based on the must-have criteria (see par. 2.2). As stated above, proposals not addressing sustainability in solutions for the prevention, reduction, valorization and/or management of FLW in Latin America will not be evaluated. For Stage 1, a maximum of 100 points will be awarded (70 for the abstract and 30 for the video).

The multidisciplinary scientific committee of the competition will evaluate the abstract, considering:

- the elements of innovation (25 pts);
- the environmental, social and economic sustainability of the project (25 pts);
- the multidisciplinary of the project (20 pts)

The elements considered for the evaluation of the videos will be:

- concept (15 pts);
- innovation of the proposal (15 pts).

In case of equal points between more teams, the team composed by participants from a greater number of different countries will be preferred.

The list of the teams that will be admitted to the Stage 2 (Training Lab) will be published on the challenge website and the team leaders will be contacted by e-mail.

3.2. Stage 2 and Grand Finale

The 3 teams presenting the best proposals will participate in the Training Lab in Santo Domingo where they will have the opportunity to attend several courses and round tables with experts to discuss their project, acquire specific knowledge and develop their final projects.

During the Training Lab, all the projects must be sent to LatinLABchallenge@unibo.it and, at the same time, oral sessions will be set up in which each team can present their work in 15 min to the scientific committee.

In the text below, you will find detailed conditions regarding how to prepare the final project proposal.

_Project proposal

The project proposal describes the whole concept of your project. The proposed template (see Annex II) contains all the instructions necessary for the projects' submission. The project will be written in English with a maximum range of 3000 words (figure, caption and references will be excluded by words count). Send the document to LatinLABchallenge@unibo.it. Before sending it, rename your file by using only your team's name. The document must be sent both in word and in pdf format.

The final project will be composed by the following sections:

- General introduction of the project
- Development of the project, consisting in a detailed description of the proposed innovative solution, and its feasibility/viability
- Innovation potential of the project
- Impacts
- Conclusion and future perspective
- References

After the Training Lab, each participant will receive an attendance certificate.

_Evaluation criteria

For Stage 2, a maximum of 100 points will be awarded (70 pts for the final project and 30 pts for the oral presentation).

The scientific committee will evaluate the final project, considering:

- the elements of innovation (max 25 pts);
- the environmental, social and economic impact of the project (max 25 pts);
- feasibility of the project (max 10 pts);
- the development of the concept (max 10 pts).

The elements considered for the evaluation of the oral presentation will be:

- organization of the presentation (max 15 pts);
- effectiveness of the communication (max 15 pts).

Award

The last day of the Training Lab, during the closing session, the best project will be awarded by the scientific committee.

3.3. Summary of Rating Criteria

Total score may be up to maximum 200 points.

	Material	Score	Support	Evaluators	Deadline
Stage 1	Registration Form + Abstract Video	100 pts	Virtual lab events, Facebook group	Scientific committee (100%)	20 th Dec 2022
Stage 2	Final project + Oral presentation	100 pts	Training Lab	Scientific committee (100%)	Feb 2023 (during the Training Lab)
Grand finale					Last day of the Training Lab

4. INTELLECTUAL PROPERTY RIGHTS

Each team has intellectual and industrial property rights to data, designs, information, prototypes developed and submitted or transmitted under this Challenge. By entering the Challenge, each participant agrees to grant the University of Bologna, as the owner of the challenge, a perpetual, royalty-free and irrevocable license of use of the documents, prototypes, materials, and information submitted within the Challenge for

research and educational purposes, including the production of scientific publications aimed at communicating and promoting the Challenge's results. Furthermore, each participant authorizes the ALMA MATER STUDIORUM University of Bologna to publish photos and videos taken during the Challenge, including the final event, as well as to publish on its website the names of the participants, the names and identifying signs of the projects for promotional and advertising purposes closely related to the challenge or in other ways considered valid for the dissemination of the results of the competition.

5. PRIVACY

The data provided will be processed for the purpose of carrying out the institutional activities of the University and will be stored in accordance with the provisions of the European Privacy Regulation EU 2016/679 and D.Lgs. 196/2003 ss.mm.ii. The data will be processed by computer and not. The provision of data is required to present Ideas and Projects in the context of this challenge. Such data will be communicated and/or diffused only in execution of precise normative dispositions. The Data Controller of the data provided is Alma Mater Studiorum -University of Bologna, with registered office in via Zamboni, 33 -40126 Bologna, in the person of the Rector as legal representative. Contact details: privacy@unibo.it; scriviunibo@pec.unibo.it Contact details of the Data Protection Officer (RPD/DPO): privacy@unibo.it. The Internal Responsible for the reply to the interested party is the Director of the Department of Agricultural and Food Sciences. As data subjects, participants enjoy the rights set out in sections 2, 3 and 4 of Chapter III of Regulation (EU) 2016/679 (e.g., to ask the data controller for: access to and rectification or erasure of their personal data; to request the restriction of the processing of their personal data; to object to the processing of their personal data; to have the right to data portability).

6. PARTNERS AND SPONSOR



ALMA MATER STUDIORUM
UNIVERSITA DI BOLOGNA

TEC | Tecnológico
de Costa Rica



Annex I

Template for abstracts

This page is for information only and should be deleted from your proposal.

The use of this template is mandatory. During the preparation of the abstract make sure to include this information:

Title: _____

Group name: _____

Names of the group's member: (the name of team leader must be underlined) _____

E-mail of the team leader: _____

The abstract should be a short summary of your project written in English with a maximum range of 800 words + 1 figure.

For the preparation of the abstract the following sections could be considered:

1. Brief state of the art
2. Main purpose of the project
3. How the project will be developed
4. Possible conclusions
5. Figure
6. References.

Title, figure caption and references are excluded by the words' count.

Format And Type Fonts

Arial, 12 points, single line spacing, margins bottom, left and right 2 cm, top 2.5 cm.

Don't exceed the maximum number of words (800 words).

Attach the abstract in pdf format to the registration form ([link](#)). Before attaching it, rename your PDF file by using only the team's name.

Figure And Caption

The figure should be placed at the top or bottom of a page with the caption. Caption should be in Arial, Italic, 9 pts.

References

Citations in your text should be collected at the end of your abstract in a list of References. They should be prepared according to the APA style (name/year system). Reference in the text to literature cited is given by the surname of the author(s) followed by the year of publication, e.g. "... which was recently confirmed (Jackson et al., 2020)". If a work has only two authors, always cite both surnames by using the word "and", e.g. "Jackson and Isolauri (2020) recently found that ...". In the list of References the names and initials of all authors should be mentioned as the examples:

- Jackson, S. J., Gueimonde, M., & Isolauri, E. (2020). Probiotics that modify disease risk. *The Journal of nutrition*, 135(5), 1294-1298.
- Jackson, S. J. & Isolauri, E. (2020). Probiotics that modify disease risk. *The Journal of nutrition*, 135(5), 1294-1298.

Annex II

Template for final projects

This page is for information only and should be deleted from your proposal.

The use of this template is mandatory. During the preparation of the project make sure to include this information:

Title: _____

Group name: _____

Names of the group's member: (the name of team leader must be underlined) _____

E-mail of the team leader: _____

The final project should represent a complete description of your idea, written in English with a maximum range of 3000 words + 3 figures.

For the preparation of the project the following sections must be considered:

1. General introduction of the project
2. Development of the project
3. Innovation potential of the project
4. Impacts
5. Conclusion and future perspective
6. References.

Title, figure caption and references are excluded by the words' count.

Format And Type Fonts

Arial, 12 points, single line spacing, margins bottom, left and right 2 cm, top 2.5 cm.

Don't exceed the maximum number of words (3000 words).

Send the document to LatinLABchallenge@unibo.it. Before sending it, rename your file by using only your team's name. The document must be sent both in word and in pdf format.

Figures And Captions

Figures should be placed at the top or bottom of a page with their captions. Captions should be in Arial, Italic, 9 pts.

References

Citations in your text should be collected at the end of your abstract in a list of References. They should be prepared according to the APA style (name/year system). Reference in the text to literature cited is given by the surname of the author(s) followed by the year of publication, e.g. "... which was recently confirmed (Jackson et al., 2020)". If a work has only two authors, always cite both surnames by using the word "and", e.g. "Jackson and Isolauri (2020) recently found that ...". In the

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