

**Conceptual Note – Call for Ideas:** Those wishing to participate in this call must prepare a Conceptual Note within the defined dates.

**What is a Conceptual Note?** It is a brief document that clearly describes an idea or project, including its purpose, scope and first steps for its development.

### **Requirements for the Conceptual Note:**

1. Maximum length: 4 pages
2. Content:
  - Title of the idea/project
  - Primary and secondary themes
  - Names of team members, institution or startup, and country
  - Introduction and objective of the idea/project
  - Description of the idea/project
  - First steps for development / Current progress and impact (including proposed business model)
  - Copyright and licensing

The innovation activities seek to promote the creation of innovative ideas that contribute to solving problems in Latin America, the Caribbean and Europe. Participating organisations are the authors of their ideas and conceptual notes.

The organising committee will promote the development and implementation of these ideas through connections with stakeholders, incubators, funding organisations and multilateral banks.

3. Licensing and use of the Conceptual Note It is recommended that the Conceptual Note be licensed under Creative Commons. To do this, participants must answer the following questions about the use of their proposal:
  - Do they allow commercial use?
  - Do they allow adaptation or development by third parties?
  - Do they allow sharing adaptations under any condition or only under the same licence?

**For more details and evaluation criteria, please consult the terms of the call.**