

# Smart Living Lab Student Innovation Grants

## Rules and Guidelines for Students

**The Smart Living Lab Student Innovation Grants were established with the support of Baloise Group. The funding programme enables students to work on their own creative projects by supporting them in the development and realization of original and new ideas.**

### **1. General conditions for participation**

The programme is available to all students (Bachelor, Master or PhD) studying at one of the Smart Living Lab's partner institutions: EPFL, School of Engineering and Architecture of Fribourg (HEIA-FR) and University of Fribourg.

The main condition for participation in the programme is that the proposed project relates to the Smart Living Lab's research for sustainability of the built environment, more specifically for instance to one or more of the fields below :

- Net-zero buildings (low carbon footprint)
- Energy efficiency
- Sustainable construction
- Circularity and reuse
- Digital transformation in the built environment
- Building occupants health and well-being
- Interactions between occupants and buildings
- Design, planning and construction processes

### **2. Amount of financial support**

A maximum amount of CHF 4'000 may be requested by students for each project. Additionally, the students receive a discretionary grant of CHF 1'000 (in case that more than one student are working on one project, the grant of CHF 1'000 has to be divided up by the group members).

### 3. Application procedure

Each project will be supervised by a coach, whereby it should be under the responsibility of the student to seek after a coach. Coaches are either members of the Smart Living Lab scientific community ([see Smart Living Lab staff](#)) or faculty members (professors) at one of the participating institutions. External industry partners may act as additional coaches if the project is industry related.

The students should first to get in contact with their coach before applying.

Ideas can be submitted without having a coach, should the students be unable to find a coach themselves.

After a first discussion, the coach will determine whether the student is ready to submit the project or whether a pre-coaching support is necessary for sharpening the concrete idea of the student.

Submission forms and deadlines are available on the website

[www.smartlivinglab.ch/incubator](http://www.smartlivinglab.ch/incubator)

The completed forms must be submitted by e-mail to [incubator@smartlivinglab.ch](mailto:incubator@smartlivinglab.ch).

An information session is organised in order to answer all upcoming questions from the students. For the date of the next event, refer to [www.smartlivinglab.ch/incubator](http://www.smartlivinglab.ch/incubator).

### 4. Procedure after the project is submitted

#### 4.1. Decision process and pitching

After a first review, the decision board will select the best projects, which are to be presented at the pitching session.

In this pitching session, students have 5 minutes to present their idea or project. Selected students will be informed in detail about the procedure and timing of the pitching session.

After the pitching session, the students will be informed of the final decision whether their project is accepted. In case a project is rejected, the students have the opportunity to modify and reformulate the basic idea and to submit it again, with advice of the coach.

#### **4.2. Execution of projects**

The students are provided with the financial resources and the coaches are available for all questions and support in order to execute the projects successfully (an initial, a mid-term and a final meeting between the coach and the student is recommended). The completion of the project should not take longer than 12 months.

#### **4.3. Presentations and reporting**

Whether and how many interim presentations are necessary for a project depends on the decisions of the coaches, as well as the question of in front of whom has to be presented. For some projects, it may be reasonable to keep the presentation on a small scale, however for others it might be of interest to present the results to a broader audience, for instance at a lunch seminar at the Smart Living Lab.

The last step in order to finalise the projects is a short written report, which should give an overview of the work performed and the results achieved. Additionally, a financial report has to be handed in and signed by the coach, documenting how the requested financial resources were used.

### **5. Additional remarks**

#### **5.1. Intellectual property and confidentiality**

All intellectual property (IP) rights resulting from the projects supported by the Smart Living Lab Student Innovation Grants remain property of the students. As Baloise is a sponsoring partner of the Incubator Programme, Baloise has the right to review all ideas and projects which are submitted. During project selection and execution, students may be in direct contact with representatives of Baloise. Confidential information that is exchanged between the participating students and Baloise will be kept confidential by the receiving party, provided that the confidential nature of such information is communicated explicitly in writing.

## 5.2. Communication

As part of its communication activities, the Smart Living Lab promotes the Student Innovation Grants and has the right to communicate about the supported projects. Communication activities are done via website, social media as well as printed documents. Projects which are financially supported by a Student Innovation Grant may be showcased as projects of the Smart Living Lab Student Incubator Programme.

I agree with the above mentioned remarks and information

Name of the student: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_