



## RULES OF PARTICIPATION

### FAST FACTS

Registration platform: [www.gatewayhackathon.eu/brussels](http://www.gatewayhackathon.eu/brussels)

Baseline: **Unlocking the gateway**

Hashtags: **#singledigitalgateway #gateway #GatewayHackathon**

**Prize:** €5,000 for best solution (i.e. consistent with competition goals, proof of concept is practical, innovative approach, usability, quality and attractive design)

**Programme:** 24-hour hackathon + keynote presentation + workshops + opportunities to network and have fun + coffee, lunch breaks and mini-challenges

**Venue:** [BeCentral](#), Cantersteen 10, 1000 Brussels

**How to take part:** teams of 4 members can apply for a hackathon on the website's registration page: [www.gatewayhackathon.eu/brussels](http://www.gatewayhackathon.eu/brussels). Teams or individuals with an innovative proposal can apply. Individuals that will be accepted will be matched with a complementary team. A €15 deposit for all applicants is required for registering. This amount will be reimbursed after the event for those selected to participate and returned beforehand the event to those who are not selected; no other charges apply. However, applicants that have been selected to participate and do not attend the event will not be reimbursed.

**Practical information:** We provide power, internet, refreshments/meals, coaching and support. You provide laptops and other necessary hardware/peripherals, personal items for comfort/hygiene, enthusiasm and energy.

**Single Digital Gateway:** helpful [video](#) explaining the initiative and its mission.

**Who to contact:** send questions to the hackathon team at [info@gatewayhackathon.eu](mailto:info@gatewayhackathon.eu).

### SINGLE DIGITAL GATEWAY - CONTEXT

The Single Digital Gateway is an access point for citizens and businesses who want to live, travel, work or do business in another EU country. Building and shaping this all-in-one gateway – which supports EU's Single Market through user-friendly, clear and targeted information, procedures and assistance services – is a complex challenge. So the European Commission is calling on the hacker community (developers, designers, marketers, inventors, start-uppers, tech enthusiasts,...) from countries all over EU to bring in their creative ideas and clever solutions. Bear in mind however, that the European Commission cannot guarantee that the proposed hacks and solutions will actually be implemented.

### FOUR HACKATHONS, ONE GOAL ...

The Single Digital Gateway Hackathon (#GatewayHackathon) is a series of high-level hackathons hosted in cities across Europe where citizens, businesses, professionals, designers, engineers, developers, tech fans, students, start-ups, (anyone with creative ideas and the stamina to deliver on them) put their heads together to map out and shape the future of a single digital gateway for better, smarter public e-services.

### WHAT IS A HACKATHON?

Hackathons are intense and structured brainstormings, data dives and idea factories where specialists and enthusiasts join forces to crack a particularly tough nut. Hackathons were born in the computer science world but they have been adopted by other fields as a way of creatively tackling tricky problems (data, policy, social, economic, commercial, philosophical...) and for prototyping innovations (products, services, technologies, solutions) that make complex things more manageable for governments, citizens, consumers. In short - making the world a bit better place for everyone.



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### GENERAL OBJECTIVE FOR PARTICIPANTS

The #GatewayHackathon...

- Provides major opportunities for innovating together with other creative thinkers, challenging yourself and your teammates, and learning new things.
- Provides an ideal place to network and learn about the latest challenges and opportunities
- Brings together like-minded individuals to create innovative solutions and clever products in a high-intensity hackathon environment
- Provides an opportunity to contribute in designing various parts of the single digital gateway, that will directly impact the lives of millions of Europeans
- Offers a chance to get involved and help shape the future of e-services and information for the Single Market.

### PROGRAMME AND ACTIVITIES

- 24-hour hackathon
- Keynote presentations
- Useful workshops led by professionals to structure proposals
- Numerous opportunities to network and have fun throughout the whole event
- Coffee, lunch breaks and mini-challenges

### MAIN CHALLENGES

Participants will be addressed different challenges (themes) in each hackathon city ...

**1<sup>st</sup> Hackathon: Brussels – Date: 30-31 March – Country: Belgium**

**Challenge:** 1) **Obstacles** - reporting tool for flagging Single Market obstacles

2) **Quality** - feedback tool for the quality and availability of the services and information

**2<sup>nd</sup> Hackathon: Tallinn – Date: 26-27 April – Country: Estonia**

**Challenge:** **Taxation** - access and understand the relevant information on taxation anywhere in the European Union

**3<sup>rd</sup> Hackathon: Bucharest – Date: 18-19 May – Country: Romania**

**Challenge:** **Assistance** - new path and tool to match users with the right assistance service provider

**4<sup>th</sup> Hackathon: Barcelona – Date: 31 May-1 June – Country: Spain**

**Challenge:** **Database** – Searchable EU database of EU codes and product rules and corresponding Member State rules

### PROFILES OF PARTICIPANTS

#GatewayHackathon is for anyone that lives in the European Union: developers and engineers, researchers, marketers, designers, managers – essentially to everyone who finds themselves an entrepreneurial type and wants to do pioneering, creative work and share it afterwards with a community.

### ELIGIBILITY OF PARTICIPANTS

#GatewayHackathon organisers have the right and possess sole discretion to determine whether an entrant is eligible for the contest and may disqualify applicants and participants (including, without limitation, content submitted in connection with the application) that (a) are in violation of third-party rights or laws, (b) use inappropriate or explicit language or images, or display content that #GatewayHackathon organisers, partners or sponsors otherwise find objectionable.



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The following conditions apply to participation in each hackathon (#Brussels, #Tallinn, #Barcelona, #Bucharest):

- Teams must be comprised of four people;
- Participants can either register as teams or as individuals; If you do not have a team and you want to register, let us know how you think you can best contribute, and we will do our utmost best to match you with best teammates for you;
- Gender-balanced teams are actively encouraged and participation of women is highly welcomed;
- The organisers may appoint mentors to assist teams participating in the hackathon (the organiser shall not be in any way responsible for any acts or omissions of the mentors).

### PRIZES AND JUDGING CRITERIA

The software or solution submitted by the team/participant to the organisers (your “submission”) will be evaluated by a panel of judges appointed by the organisers. Entrants release #GatewayHackathon, partners, sponsors and their respective subsidiaries, affiliates, directors, officers, employees, representatives, agents, and advisors from any liability for any claims, costs, injuries, losses, or damages of any kind arising out of, or in connection with, the decisions of the judges.

### JUDGING METHODS

Each team will present their idea in 5 minutes. After each presentation, a 5 minutes session will be open for questions and answers if needed. After the pitch session, the jury will deliberate and will, in its sole and absolute discretion, select the winning team. All decisions by the judges are final and not subject to review, appeal or reconsideration.

All #GatewayHackathon entries will be judged by the #GatewayHackathon Competition Judging Panel against the following criteria:

➔ **Proof of concept demonstrates the practicality of the idea (5 points);**

Does the hack work? Is the hack testable, and can the team show the minimum viable product? The hack does not have to be perfect, but does the idea come to life with their demo?

➔ **Innovative approach (5 points);**

Does the team come up with a good, innovative and out-of-the-box solution to the initial problem or challenge? Does the team use an innovative approach or do they follow existing patterns and solutions? Does the new code make something work that the old code failed to? Does the new project tackle a problem that has been overlooked/ignored in the past, or attacks a problem under a new angle / on a broader scale / on a higher level?

➔ **Consistency with competition purposes (5 points);**

Does the team understand the problem? Does the hack solve the problem? Or is it hard to implement or scale? Does the team have a clear plan to move the project forward? Does the hack utilize a well-established open source community supported framework and has multi-platform support or does it use a proprietary tool?

➔ **Quality and design (5 points);**

Does the team think about the user interface (UI) and user experience (UX)? How well designed is their demo? How user-friendly is their solution? How are the graphics, or how is the human-computer interaction? Is there a wow effect? Does the hack seem to really amaze and excite the audience?

➔ **Usability (5 points)**

Is the hack easy to use or does it require a lot of training to master the demo? Is it easy to use at first glance, professional/fun or sloppy and not really intuitive?



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### PRIZES

All prizes, including the prizes available and the eligibility criteria to receive prizes, are determined by the organisers at their sole and absolute discretion. The organisers reserve the right at any time to change the prizes available or eligibility criteria to receive prizes, including substituting any prize with other items.). All taxes and other expenses, costs, or fees associated with the acceptance and/or use of any prize are the sole responsibility of the winning participants or teams. Prizes cannot be transferred or substituted by any winner, including exchanged for cash or other prizes. If a prize is unclaimed by any winning participant or team within 10 working days from the conclusion of the hackathon, the organisers may, at their sole and absolute discretion, forfeit the prize entirely and/or select an alternate winner to receive the prize.

### AWARDS

The winning team of each hackathon will **receive a €5,000 reward for their idea**. The participants of the winning team are solely responsible for sharing the prize among themselves.

### OUTCOMES

Outcomes from the project itself (any code, graphics, mashups, applications, website URLs, photos of each stage to create an artistic representation, etc.) must all be made available under an open source/content licence to be eligible for awards and prizes. The more tangible the solution the better (i.e. judges are able to touch it and try it). Teams may put the code/source on GitHub, Sourceforge or an equivalent repository system and must make the URL available on their team page for verification. For artistic works you may need to create a photo library or share a link to a document (such as Google Docs) that contains evidence of the stages of your project.

### DATA USED

On your project page you are required to record any data used. This is especially required if the challenge entered has a data usage requirement for eligibility. Help make judges life easy and add the link to the dataset used.

### INTELLECTUAL PROPERTY RIGHTS

All submissions remain the intellectual property of the individuals or organisations that developed them. By submitting an entry or accepting any prize, you represent and warrant the following: you will not submit content that is copyrighted, protected by trade secret or otherwise subject to third-party intellectual property rights or other proprietary rights, including privacy and publicity rights, unless you are the owner of such rights or have permission from their rightful owner to post the content. The content submitted by you must not contain any viruses, Trojan horses, worms or other disabling devices or harmful code.

### COPYRIGHT

Participants represent and warrant that they are the sole author and copyright owner of the submission, and that the submission is an original work of the participant, or if the submission is a work based on an existing application, that the participant has acquired sufficient rights to use and to authorise others to use it; and that the submission does not infringe upon any copyright or upon any other third-party rights of which the participant is aware, and that the submission is free of malware.





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### **CODE OF CONDUCT**

By taking part in any #GatewayHackathon event, participants agree to abide by the following code of conduct:

- Please treat all other hackathoners with utmost respect.
- We ask that you act kindly, behave professionally, and do not insult or put down other attendees.
- Remember that harassment and racist, sexist, or exclusionary jokes are not appropriate for this event. If at any point you see a fellow hacker being harassed, please talk to the nearest hackathon organiser.
- Please treat our sponsors, organisers, partners and judges with the utmost respect. Without them, nothing would be possible. Consider taking some time out of your work to go meet and speak with them. If they come over to talk to you, we ask that you give them a bit of your time. They are there for you! Show them you appreciate it.
- Failure to comply with the above stated rules and code of conduct may result in the offending team's disqualification.

### **MATERIAL**

Bring your blueprints; build at the hackathon. It is the only way we can compare hacks on a level playing field and fairly award prizes. It is also what lets you say "I built this at a hackathon!"

Have fun. Hackathons are great, and so are you. We are happy you are able to hack with us and be a part of our amazing community. Keep an open mind. Hacking unites people from across the world with different cultural norms, nationalities, and backgrounds. Be prepared not only to learn something new from your hack, but also from the amazing people around you. Be mindful of the fact that certain content and actions can make the people around you uncomfortable. If your hack contains material that might cross that boundary, talk to a member of the organising team for a second or third opinion. We will let you know if you should consider rethinking your hack.

### **EQUIPMENT AND COSTS**

Your participation in this hackathon is at your own risk and expense. You are solely responsible for (a) procuring all hardware, software and other equipment; and (b) all costs and expenses associated with participation in this hackathon. The organisers will only be responsible for providing electrical outlets (for electronic devices) and internet connectivity to participants, which are subject to availability and limitations imposed by third-party service providers.

### **REGISTRATION FEE**

Applicants registering as participant pay a € 15 registration fee, which is reimbursed if not chosen to participate or after attending the hackathon as a participant.

No refunds will be issued to:

- Anyone selected as a participant who do not attend
- Anyone selected as a participant that cancels his/her participation less than four days before the event