

GUIDE FOR APPLICANTS

CALL FOR LOCAL ORGANISERS

EUDIS Defence Hackathon and Mentoring program 2025 - Spring Edition



Glossary	3
1. Background and objectives of the Call for EUDIS Defence Hackathon 2025 Local Organisers	4
1.1. Hackathon theme and challenges	5
2. Funding, support and activities foreseen for selected EUDIS Defence Hackathon organisers	6
2.1. Funding, support and resources available	6
2.2. Preparations and required activities	7
2.3. Mentors	8
2.4. Participants and their journey	8
3. Eligibility criteria for applicants	10
3.1. Who can apply?	10
3.2. Eligible proposals	12
4. The evaluation process	13
4.1. Eligibility check and preparations	13
4.2. Evaluation Criteria	14
4.3. Assessment of applications	16
4.4. Final selection	16
5. Key dates	17
6. Support to applicants	18
Application form – Technical Project Description	19
Annex I. Hackathon Communication and Promotion Plan	21
Annex II. General Expenses Budget Table	22

Glossary

EU: European Union
EC: European Commission
DEFIS: Directorate-General for Defence Industry and Space
EUDIS: European Union Defence Innovation Scheme
MS: EU Member States
NO: Norway
EDA: European Defence Agency
MoD: Ministry of Defence
EUDIS implementation team: It is a consortium of entities responsible to implement the EUDIS Defence Hackathon and mentoring programme 2025 on behalf of DEFIS. Led by CIVITTA, its partners are CARSA, CECOFORMA and TEHNOPOL. More information is to be found on the website https://eudis-hackathon.eu/
Local organizer: Local Hackathon Organizers are dedicated facilitators and coordinators of the EUDIS Defence Hackathon on a regional level. Selected through an open call process, these entities play a pivotal role in orchestrating the success of the hackathon within their respective localities.
Local organizer selection board: A group of Hackathon/Innovation experts responsible for evaluating and choosing the 8 local organizers for the EUDIS Defence Hackathon.
Central Hub: The main coordination hub for the EUDIS Defence Hackathon and local events. It employs two-way streaming to connect locations - facilitating interactive sessions between the Central Hub and local hackathons. Managed by Tehnopol, it hosts and streams shared hackathon sessions like keynotes and awards. The Hub ensures smooth communication, and is equipped with quality tech and staff to manage streaming and inquiries.
Participants: Enthusiastic individuals who actively engage in the EUDIS Defence Hackathon, bringing their diverse skills, creativity, and problem-solving capabilities to the event. These include students, young professionals, military academy alumni, young military personnel, startups and entrepreneurs, SMEs, mid-caps, and innovators within large enterprises.
EMS Platform: CARSA's platform – Evaluation Management System (EMS) - will be used to organise and manage in an efficient and dependable fashion the open call for expression of interest for selecting the local organisers for the EUDIS Defence Hackathons – centralising the data collection, evaluation and scoring/selection process, and reporting.
Idea Mentor: These are local experts recruited by the local hackathon organizers who assist teams in their hackathon journey up till the mentoring programme. They have a vast knowledge of startups, lean practices, agile processes, coaching, and innovation.
TAIKAI: TAIKAI is a hackathon platform often used by innovators, corporates, developers to enable the registration of participants, connect and support the matchmaking, perform evaluations, and confirm the awarding of winning teams.

1. Background and objectives of the Call for EUDIS Defence Hackathon 2025 Local Organisers

The European Union (EU) is strengthening its defence sector in response to the evolving security challenges and changing geopolitical landscape. The EU Commission has taken significant steps to support defence industry, innovation, cooperation, research and development, and strategic autonomy – through initiatives such as the European Defence Fund (EDF) and the European Defence Industry Reinforcement through common Procurement Act.

The EU Defence Innovation Scheme (EUDIS) is an instrument enabled by the EDF to strengthen defence innovation in the European Union. EUDIS offers a set of instruments for small and medium-sized enterprises (SMEs), including start-ups, and other non-traditional players in defence industrial ecosystem to ensure more opportunities to access the European Defence Fund. It aims to lower entry barriers into the defence domain for smaller players and innovators, focusing on technological readiness and market maturity. EUDIS supports innovators throughout the development cycle to mature, scale-up, demonstrate their use-case, grow and successfully enter the market. The **Defence Hackathon** is one of the innovation tracks of EUDIS.

The **EUDIS Defence Hackathon 2025 – Spring Edition** aims to strengthen Europe's defence innovation through the organization of a large-scale hackathon hosted across eight regional locations in EU Member States and Norway. This event will gather at least 400 participants (at least 50 per location), ensuring a diverse and inclusive environment that brings together students, researchers, innovators, defence personnel, and stakeholders. The hackathon will run for two and a half days over a weekend, with local organizers providing physical venues and a central hub overseeing coordination. Participants will work on defence-related challenges, with expanded themes such as hardware innovation to attract a broader range of participants. The DG DEFIS EUDIS Defence hackathons aim to develop skills, attract new talent to the defence sector, and connect young researchers with industry experts and defence end-users.

The objective of this Call is to **select eight EUDIS 2025 Hackathon local organisers located in 8 different EU Member States/Norway**. In other words, this Call for proposals shall identify and select eight **proficient local organizers across the EU/Norway** who possess the expertise to successfully execute the envisaged hybrid hackathons while ensuring seamless implementation.

1.1. Hackathon theme and challenges

Main theme

The main theme of the EUDIS Defence Hackathon 2025 Spring Edition 9 – 11 May focuses on creating innovative hardware and software solutions tailored to the urgent needs of the Ukrainian battlefield and similar operational contexts. As the conflict continues to evolve, there is a critical need for cutting-edge technologies that address the immediate challenges faced by the Ukrainian Armed Forces while offering broader applicability in defence and civilian sectors. Participants will tackle sub-challenges that range from enhancing situational awareness and tactical surveillance systems to developing cost-effective protective gear for frontline defence.

The challenges are as follows:

Enhanced Situational Awareness and Tactical Surveillance Systems

This challenge aims to deliver affordable and portable surveillance systems that will improve the situational awareness of Ukrainian military units. Ukrainian Armed Forces operate in hostile conditions where access to real-time intelligence is crucial for tactical decision-making. This requires adaptable surveillance tools that can gather, process, and transmit critical data on enemy movements, environmental hazards, and other operational threats. Surveillance systems should be designed for ease of deployment, able to withstand harsh environments and rapid movement across diverse terrains or in the air/water. Multi-functional systems that integrate reconnaissance, communication relays, and environmental sensing will be essential, reducing the burden on personnel and enabling comprehensive intelligence-gathering from a single platform. Ultimately, this challenge emphasizes the need for resilient and flexible surveillance solutions that can provide frontline personnel with a continuous flow of actionable information, supporting their effectiveness and safety on the battlefield.

Cost-Effective Protective Gear for Frontline Defence

This challenge focuses on equipping soldiers with high-quality, lightweight protective gear that is both affordable and easy to produce. The protection and mobility of Armed Forces personnel are paramount, and therefore, body armour and helmets must offer superior ballistic protection while remaining light and comfortable enough to support prolonged use in active combat. In addition to providing robust physical protection, protective gear should incorporate modular design features, allowing soldiers to attach necessary add-ons, such as communication devices and health-monitoring sensors, to better respond to mission-specific needs. The adaptability of such gear would enhance situational awareness and operational flexibility in various combat contexts. With scalability as a key requirement, these solutions must be designed for efficient, low-cost production to ensure that adequate protection can be made available to a large number of troops, contributing to Ukraine's capacity for sustained defence.

Advanced Medical Support for Frontline Care

This challenge seeks to develop advanced, AI-driven tools that support both medics and soldiers in quickly diagnosing injuries and determining the priority of care under high-pressure conditions. Soldiers in the field often face immediate medical needs or need to assist injured comrades before a medic arrives, and AI-powered systems can play a crucial role in guiding these fast-response actions. Injury assessment tools that use image recognition and vital sign data will help all personnel instantly categorize and understand wound severity, aiding rapid

decision-making in high-stress scenarios. Wearable health sensors that continuously monitor vital signs will allow for real-time tracking of a soldier's health status, ensuring that any deterioration is swiftly identified, even in remote settings and support can be deployed proactively. Additionally, automated triage systems that allocate resources efficiently based on injury severity and availability will enable both medics and soldiers to deploy resources optimally, ensuring that the most urgent cases receive timely attention. By enhancing frontline care capabilities and empowering soldiers with life-saving tools, this challenge aims to bolster resilience and improve survival outcomes on the battlefield.

2. Funding, support and activities foreseen for selected EUDIS Defence Hackathon organisers

2.1. Funding, support and resources available

Selected **EUDIS 2025 Defence Hackathon local organisers will be provided with a lump-sum financial support up to 24.000€** to carry out all the required activities for a successful hackathon implementation. An amount of 8.000 € will be transferred as an advance pre-payment once the Grant Agreement has been signed to kickstart the hackathon preparations immediately.

The remaining 16.000€ will be paid once the hackathon is over and the corresponding activity reporting has been approved. Details about the technical, financial, and timing requirements will be described in the Grant Agreement.

The selected organisers will have at their disposal an additional allocation of 1.250€ each for additional communication support (paid or reimbursed) that will be provided on a tailored basis after the assessment of their communication plans.

Also, hackathon organisers and participating teams will have at their disposal the following resources: **Briefing material**. It will cover a range of essential elements, including the event's goals, theme, rules, and evaluation criteria. To enhance engagement and empower creativity, the program will also include inspirational case studies, expert interviews, and practical resources that participants can leverage during the event. By providing well-crafted and informative briefing material, the underpinning idea is to set the stage for participants to dive deep into the challenges at hand, spark innovative thinking, and foster co-operative problem-solving throughout the hackathon.

Additionally, in order to empower local organizers and streamline the onboarding process, the **EUDIS Defence Hackathons 2025 implementation team will adopt TAIKAI as a centralized platform for the hackathon management**. This platform will provide local organizers with the ability to view participants, teams, support the matchmaking and team formation process while fully complying with the GDPR regulation. By providing a unified dashboard, local organizers will be able to monitor participant engagement, team formation, and project idea submissions, thus staying in control of key milestones. Additionally, the **EUDIS defence hackathon Central Hub will support local organizers with standardized participant**

onboarding materials and communication/promotion resources. By this offering, local organizers can ensure that participants receive a consistent, uniform, and informative introduction to the hackathon process, also reducing the administrative workload of the local organisers.

2.2. Preparations and required activities

In return, the selected EUDIS 2025 Hackathon local organisers will be **committed to implement** the following **tasks during their hackathons**:

1. **Attract and develop** the next generation of skilled talent to foster the growth and innovative capacity of the defence sector.
2. **Engage and nurture** a diverse spectrum of students, researchers, innovators, defence personnel, stakeholders, above all citizens, interested in providing breakthrough solutions to support the needs of the European defence sector.
3. **Raise awareness** of defence, EUDIS and opportunities for revamping of the European Defence ecosystem.
4. **To provide winning teams** with additional skills facilitating the development of powerful collaborative solutions that will strengthen Europe's Defence Sector.
5. **Facilitate co-operation and knowledge sharing** by connecting young researchers, innovators, defence industry experts, and communities.

Right after the selection process has finalized and the selected Hackathon organisers have been informed, the following onboarding and supporting activities will be launched for them:

- **Kick-off and Onboarding Meetings:** At the beginning of the process, selected local organizers will participate in a kick-off meeting where expectations, roles, and responsibilities will be defined. Subsequent onboarding meetings will delve into the details of materials, tools, and support. This will ensure that the selected local organizers have a holistic understanding of the hackathon process.
- **Ongoing Coaching and Communication:** Following the initial onboarding, the EUDIS Defence Hackathon implementation team will maintain continuous contact with the selected local organizers through regular coaching calls and check-ins. A dedicated communication channel, such as Teams, and Discord, will be established to facilitate ongoing discussions, troubleshooting, and information sharing. Peer to peer learning sessions will be included in the coaching to stimulate the sharing of best practice across various locations and countries.
- **Accessible Online Guides:** In addition to meetings and coaching, local organizers will have access to comprehensive written guides available online. These guides will serve as a reliable reference point, offering clarity on hackathon activities and procedures.
- **Standardized Templates and Materials:** Standardized templates and materials will be provided to reduce the administrative burden on local organizers. By offering ready-to-use resources for marketing, communications, and coordination, local organizers can focus on value-added tasks like participant, mentor, and partner engagement.
- **Shared cloud space:** The EUDIS Defence Hackathon implementation team will provide the awarded local organizers with a dedicated shared space in Sharepoint to ensure

that every organisation has access to shared information, can work in a secure system and collaborate with the central hub in all the necessary inputs needed during the preparation, execution of the hackathon and after.

The selected local organisers will be responsible for promoting teamwork, innovation, and communication within their local communities.

2.3. Mentors

A crucial part of a successful hackathon is to have high-quality mentors, selection board members, and partners, in particular with defence, innovation and business expertise. Therefore, the **selected local organisers, with the support of the EUDIS consortium team responsible for EUDIS defence hackathon 2025 implementation, will also commit official partners for the local hackathons and all mentors and Selection Board members.** Indeed, **mentors will play a pivotal role in guiding hackathon participants**, offering insights into emerging defence technologies, global security trends, and practical considerations. Their prolonged and continuous mentoring to the winning teams later during the mentoring programme will enhance the quality of the solutions, pushing them to be not just innovative but also at the forefront of cutting-edge defence ecosystems.



Except for the onboarding of the Ministries of Defences experts from EU Member States, Norway and Ukraine MoDs, and support of mentors from the EUDIS consortium's side, all activities are local organisers' responsibility. However local organisers will be guided and provided with material and enough time to find and engage with these necessary stakeholders as well as to onboard participants via a **Call for Participants**. The objective of the call for participants is to recruit at least 400 participants for 8 local events of the EUDIS Defence Hackathon. In this sense, it is expected that each Hackathon organizer will host at least 50 participants. This will be a KPI commitment included in the corresponding Grant Agreement and therefore a condition for final payment of the grant. This call for participants will be open from February until the end of April 2025 and it will be supported centrally.

2.4. Participants and their journey

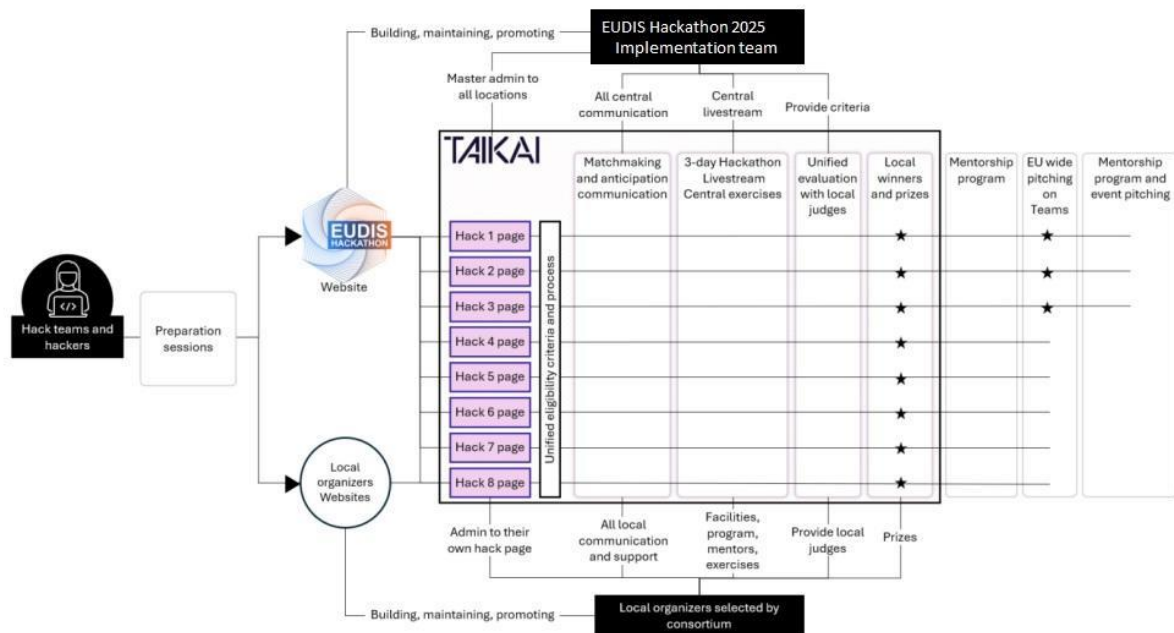
The success of a hackathon is determined by putting the right people in the right setting. Participants will have six main milestones in their journey: Call for participation, Registration and confirmation, Meet-Your-Mentor session, Hackathon, Post-hackathon Mentoring program and the EU-Wide pitching.

Participant registration, selection and attendance confirmation will be managed via the TAIKAI Platform, which will provide a seamless participant experience.

After the deadline, local organisers will select the teams to join the hackathon. These teams will immediately receive an acceptance email from the hackathon platform along with a request to confirm their participation. This will help the local organisers to determine the

actual attendance of the hackathon and prepare the physical location to accommodate all participants.

The confirmed participants will also receive calendar invites for the pre-hackathon Meet Your Mentor session and the hackathon dates. Activities for onboarding and supporting participants will then commence. The picture below depicts the journey described above:



Attraction of participants to the EUDIS Defence Hackathon

Local organizers will play a fundamental role in running communication campaigns to promote and attract participants to the hackathon. These campaigns will be carried out in close coordination with the EUDIS implementation team and DG DEFIS to ensure consistent messaging and alignment with overarching program goals.

As part of these efforts, local organizers will also be required to host at least one virtual information session or webinar in English. These sessions will complement a series of centrally planned events, including an EU-wide webinar organized by the EUDIS Implementation team, which will kick off the registration period and focus on the program, themes, and eligibility criteria.

The local organizers’ webinars should highlight local strengths and improve the skills of the already registered participants as well, with the flexibility to tailor topics as long as they align with the theme and challenges of the hackathon, the implementation team guidelines and are approved by DG DEFIS. Suggested topics include:

- Understanding the challenges with insights from experts or stakeholders.
- Inspirational founder stories.
- Insights from previous EUDIS Hackathon participants and winners.

- Strategies for succeeding in a hackathon.
- Identifying innovative ideas in defence.
- Navigating the defence market.
- Supporting young startups in the defence industry.

Each session must include the following:

- A matchmaking activity to facilitate team formation among registered participants and interested attendees.
- An information point to address questions about the initiative and actively promote registrations.

These local organizers' webinars must be conducted in English to ensure inclusivity and accessibility for all participants. However, additional sessions in local languages are permitted to cater to regional audiences, provided they align with the consortium's guidelines and are approved by DG DEFIS.

3. Eligibility criteria for applicants

3.1. Who can apply?



Any **private or public entity legally established in the European Union or Norway** and not being subject to control by a non-associated third country or by a non-associated third-country entity will be eligible to submit a proposal to this Call for organisers. Please note that this requirement will have to be validated even after the selection and you might be required to provide additional information (see section 6).

The infrastructure, facilities, assets, and resources that will be used for the purposes of the hackathon must be located on the territory of an EU Member State or Norway.

Furthermore, in order to be considered eligible, **applicants must comply with the following technical and organizational requirements:**

- The physical location is suitable for hosting the event, with the capability to have at least 50 participants as well as mentors, selection board members, visitors, experts and speakers from EU Member States, Norway or Ukraine. This includes:
 - Main stage with screens and speakers where people gather around with seating for 50 people, which can be used to stream the main sessions from the Central Hub.
 - Hacking area: 10 tables & 50 chairs for approximately 50 participants and 10 teams (with spares to add more if needed).
 - Meeting rooms: about 3-5 private meeting rooms
 - Catering area: Participants shall be provided with 5 meals (dinner on Friday, breakfast, lunch and dinner on Saturday, breakfast and lunch on Sunday).
 - Snack & coffee area

- Camera(s) to stream activities from your location to the central hub – enabling also the remote connection of participants for separate sessions).
 - Office equipment incl.: paper, whiteboards, and pens should be available for participants.
 - 3 qualified persons who can host/facilitate the hackathon and provide organisational support to the teams.
 - Chill-out area to chat, relax. (Optional)
- b) The entity must have fast and reliable internet connectivity capable of running smooth, uninterrupted broadcast and stream HD quality video online with 50+ people (*at least 100 mb/s upload and download capacity and the latency should be lower than 2 seconds*), allowing running video calls and video streaming services such as MS Teams or Google Meet.
- c) The entity must have a minimum project team of 3 persons including: a project manager, marketing manager and event production manager. At least 1 of these persons should be present during the hackathon.
- d) Every staff member involved in the organization of the EUDIS Defence Hackathon will be an EU or a Norwegian citizen residing in the EU Member States or Norway.
- e) All hackathon participants, mentors, selection board members and speakers must be citizens of one of the EU Member States, Norway or Ukraine and must be residing in the EU, Norway or Ukraine. All participants must be adults.
- f) The entity must have experience as organiser of at least 1 defence hackathon or any other form of open innovation program with 30-50 participants.
- g) The entity must have the capability to run a hackathon in the given timeline. (*This includes all different phases from sponsor and partner recruitment, participant recruitment, a recorded webinar and other pre-hackathon sessions to the preparations and facilitation of the actual hackathon*)
- h) The entity must have the financial capability to host the hackathon within the given budget and payment timeline. (*you must additionally secure at least 5000 EUR worth of sponsorship (in-kind, monetary, discount or skills). Out of this amount, a minimum of 3000 EUR must be allocated as a monetary prize for your local winners*).
- i) The entity must have the capability to execute and facilitate prototype testing to validate the teams' final projects, as included in the provided event schedule (*see key dates section of this Guide*).
- j) The entity must have access to the region's key research & innovation stakeholders/actors - especially in the defence sector. The local organizer must have access to 10-15 of the region's relevant key research & innovation stakeholders (university faculties, RTOs, start-ups etc.) and defence end-users and defence-related technical mentors of EU Member States, Norway or Ukraine, and selection board members to support and evaluate the teams.

- k) The entity must have autonomous capability to conduct communication and promotion activities with a marketing/communications specialist having experience in digital marketing/communications, and in the production of professional communications products. Also, the organising entity must have suitable channels for promotion with demonstrable reach (social media, website, newsletters). Content creation capabilities, including an on-location professional photographer/videographer are considered a must as well. The organiser must execute adequate communication and promotional activities to reach the needed participants, mentors, selection board members, and partners.
- l) The entity must consider risk mitigation measures for the hackathon date in their country and foresee any potential risks in terms of lack of participation.
- m) In terms of security and data protection, at least one person of the entity's staff working on the hackathon must be trained on up-to date cybersecurity measures and Data Protection management and compliance.

In other words, all these questions which are included in the online application form must be answered with YES in order to be an eligible applicant. Evidence for some of them will be required to be submitted in the application (see section 3.2. of this Guide).

3.2. Eligible proposals

In order to be considered eligible, proposals must comply with the following requirements:

1. Having been submitted before the deadline using CARSA's EMS Platform - <https://eudis.carsa.es/>
2. Include a readable and completed technical project description (.pdf document) in English which follows the template provided.
3. Include CVs (in English) of the 3 team members involved, including the CV of the marketing/communication specialist.
4. Include relevant information about communication and promotion capabilities (requirement k) above). Namely, a .pdf document containing **(ANNEX I)**:
 - A Communications & dissemination strategy/plan for the event
 - Social media channels & website.
 - Examples of relevant communications products needed
5. Include a general expenses budget table following the template table provided as **ANNEX II.**

How to apply

Applicants will **first have to register in the EMS Platform (a cloud-based tool)** by accessing the following URL: <https://eudis.carsa.es/>

General information about the person registering and the entity he/she is representing will be required (first name and family name, email address, telephone, full legal name of the organisation, short name of the organisation, VAT nr., City and Country of location) as well as a username and a password for establishing the credentials to access the EMS Platform.

Once the registration is completed, **applicants may start to prepare and submit their applications** directly on the EMS Platform. This process consists in 3 simple steps:

1. **Filling in the online application form** by providing replies to a set of questions (only YES/NO answers) + declaration/commitments.
2. **Introducing the candidate's Name-Acronym and uploading a Technical Project Description** (*template is provided to all applicants in the EMS Platform and in EUDIS Defence Hackathon 2025 website. Also, as annex to this Guide*), the required CVs (the team for the hackathon and the marketing/communication specialist) **as well as Annexes I and II**.
3. **Pressing the "Submit" button.**

4. The evaluation process

4.1. Eligibility check and preparations

Once the Call closes, the evaluation phase will first start with the **eligibility check**, and will then move to the assessment of the proposals, scoring, and ranking of the applications (based on the evaluation criteria described below).

Only eligible proposals (see the 3 requirements above) **will be evaluated**.

The **selection board will be composed of 3 experts (+2 in reserve list)** in Innovation/Hackathon experts with experience in hackathons or similar innovation competitions, innovation management, or start-up support schemes. The European Commission may also participate in the selection board.



Avoiding conflicts of interest is essential to ensure fairness and transparency in the selection process. That is why – before receiving access to the application files, the evaluators from the Board shall make and sign a specific written declaration of absence of conflict of interest to pursue their work as a member of the Selection Board. Where received applications present a potential situation of conflict of interest for a Board Member (e.g., personal/ financial/professional relation with the applicant) He/She will be replaced by a member in the reserve list.

4.2. Evaluation Criteria

Evaluations will be fair, impartial, transparent and carried out in a standardised/consistent manner following the below-outlined evaluation criteria, thresholds and weights will be the following:

Criteria	Scoring	Threshold	Weight
1. The quality of the plan for communication and promotion of the hackathon, and the commitment on the number of participants.	10 points max 1-2: Inadequate 3-4: Poor 5-6: Fair 7-8: Good 9-10: Excellent	6	40%
2. The high involvement of relevant national/regional defence agencies (including Ministry of Defence, procurement, and defence innovation agencies) contributing partners (companies, universities, incubators, accelerators, public entities etc.) that can deliver support (such as defence and business mentoring) to the participants, experience in organising a defence hackathon.	10 points max 1-2: Inadequate 3-4: Poor 5-6: Fair 7-8: Good 9-10: Excellent	6	40%
3. Capability to ensure digital connectivity and co-operation between the local hackathon locations, the possibility for individuals to join the hackathon at a remote location, and experience in the use of ICT technologies, and hackathon location well located and reachable by public transport.	10 points max 1-2: Inadequate 3-4: Poor 5-6: Fair 7-8: Good 9-10: Excellent	6	20%

The specific elements associated with each evaluation criteria will be the following:

CRITERIA
<p>1. Quality of the hackathon’s communication and promotion plan, and commitment on the number of participants.</p>
<p>Appropriateness of the plan for securing 50 participants (approx/10 teams)</p>
<p>Appropriateness of the communication plan showing the capability to promote the event including the forecasted budget, the current reach on social media, a list of partners willing to promote the event and that can reach the targeted audience</p>
<p>2. involvement of relevant national/regional defence agencies (including Ministry of Defence, procurement, and defence innovation agencies) contributing partners (companies, universities, incubators, accelerators, public entities etc.) that can deliver support (such as defence and business mentoring) to the participants, experience in organising a defence hackathon.</p>
<p>Appropriateness of the plan for securing partners and sponsors, as well as the amount of sponsorship that will be required and how it will be allocated. Specify which partners/sponsors are already confirmed and which are potential future partners, and the role that each partner will play in the project.</p>
<p>How relevant actors from the defence end-users (Ministry of Defence or Defence innovation agencies) are involved in the hackathon. Specification of actors the team will partner with and the plan for securing them as partners</p>
<p>Access to defence-related and technical mentors and selection board members to support and evaluate the teams. They should also have experience in organising a defence hackathon and the skills to test and evaluate prototyped solutions, sanity-check code, etc. How the right profiles with industry-specific knowledge are secured. List already secured profiles, if any.</p>
<p>Appropriateness of the plan to confirm that all participants, mentors, speakers and selection board members must be citizens of one of the EU Member States, Norway or Ukraine and must be residing in the EU, Norway or Ukraine. All participants must be adults. Explanations about what local authorities the team will partner with to enable this process.</p>
<p>3. Capability to ensure digital connectivity and co-operation between the local hackathon locations, the possibility for individuals to join the hackathon at a remote location, and experience in the use of ICT technologies, and hackathon location well located and reachable by public transport</p>
<p>Experience in organising defence hackathons or other forms of open innovation programs as well as hybrid events. Competencies of the CVs presented. 3 of these competences are required: 1) Project Management, 2) Event Production Management and 3) Marketing Management. At least two people should share these tasks.</p>
<p>Appropriateness of the budget presented, its alignment with the foreseen tasks ensuring a good implementation of the hackathon and its complementarity/accordance with DEFIS financial payment procedure timeline.</p>
<p>How the organiser will run the hybrid hackathon in the given timeline, including participant recruitment, pre-hackathon sessions, all initial preparations and the organisation of the hackathon as a whole.</p>
<p>Plan for streaming the Central Hub content to your participants and recording the physical hackathon venue live for the Central Hub to see, including the potential budget for camera equipment. Teams will be provided the streaming server and training from the Central Hub.</p>
<p>Appropriateness of the physical location for the hackathon, including the venue, catering of meals and snacks, audio systems, electricity and working stations for each team. Venue must ensure that it has the capability to host 50 participants as well as mentors and selection board members. Appropriateness of the</p>

plan to ensure good digital connectivity allowing smooth HD video services for approximately 50 people to connect to an internet network.

Appropriateness of the plan and the means put at the disposal of participants to build prototypes

The **threshold** for each criterion will be **6 out of 10** and will be weighted as indicated above. The **total weighted score for all criteria will be out of 100 points**. The **total threshold score is 60**. Only the applications above the minimum threshold (6 out of 10 for each criterion) will be eligible for selection.

4.3. Assessment of applications

All evaluators will be registered on the EMS platform and will be able to evaluate the applications assigned to them. The evaluation and scoring of the applications will also be documented using a standardised online template on the EMS platform which will include brief qualitative comments on the assessment of the proposal and the score for each evaluation criterion. The total score for each application will be automatically tabulated/calculated by the EMS platform and once all applications have been assessed, it will **generate a ranking according to their evaluation scores**.

All applications received will be evaluated individually and then, the evaluators will meet online to reach a consensus and produce an Evaluation Summary Report (ESR) per each application. In case of even scores, the ranking will also take into consideration the capacity to allocate prizes. These cases will be discussed and assessed with the European Commission.

4.4. Final selection

The Selection Board together with the European Commission will hold a consensus meeting to complete and decide about the selection of local organisers.

The selection of local organisers will be completed by selecting the best 8 proposals of the ranking list making sure that all the chosen hackathons will be hosted in 8 different EU/Norway countries. In other words, **a final exclusion criterion will be implemented to ensure that none of the selected EUDIS Defence Hackathon 2025 hosts comes from the same country.**

2 applicants will also be put on a back-up list in case the contractual/administrative procedure fails with any of the selected local organisers.

The results of the evaluation will be communicated to all eligible applicants. Selected applicants will receive an official award letter and the details and conditions of the contract agreement with the notification email. Please note that the results of the evaluation letter might also require you to proceed with the necessary validation of the eligibility. Particularly the selected local organisers might be requested to complete the [Ownership Control Declaration](#) validating their compliance with the requirements. The entities will have to confirm officially their interest in being a local organiser and provide without delay the

necessary documentation which will be validated by the consortium and transmitted to DG DEFIS for confirmation.

5. Key dates



- Opening of the Call: **4 December 2024**
- **Deadline** for submitting applications: **26 January 2025 at 23:59h** (CET)
- Online Info session: 12 December 2025 11:30h (CET)
- Eligibility and Evaluation: [27 January – 31 January 2025]
- Decision on the selected organisers: **First week of February 2025 (3 February to 7 February)** (*selected teams will be informed this day so it is recommended to regularly check email inbox*)
- Kick-off with the local organizers selected: **11th February 2025**
- Signing of the Grant Agreement: [7 February 2025 – 28 February 2025]
- Call for participants and selection: [17 February 2025 – 5 May 2025]
- **Hackathon: 9-11 May 2025** (2.5 days during a weekend).
- Mentoring programme: Kick-off with winning team's 15 May 2025
- Live pitching for EU-wide competition: (tentative) 9 July 2025 16:30h (CET)

The **proposed Hackathon weekend schedule** is the following:

DAY 1		DAY 2		DAY 3	
16:00	Opening Ceremony	9:00	Opening session (wake up session /yoga, social activity)	9:00	Opening session
17:00	First expert keynote	9:30	Mentor coffee	9:30	Defence founder/ inspirational stories (from central hub)
19:00	Checkpoint 1	13:00	Checkpoint 2	12:30	Submission deadline
20:30	(good night from the central hub) Social and network (local)	14:00	2 nd expert keynote (local)	12:30	Jury briefing
		15:30	Mentor meeting	13:30	Pitch streaming
		18:00	Checkpoint 3	15:30	Jury deliberation
		20:00	Social and network (optional)	16:30	Winner announcement/ Awarding

During the three hackathon days, short sessions with interviews involving participants will be streamed from the central hub for the online audience. Additionally, Day 2 activities can also be organised independently from the central hub schedule. Pitch training is planned to be held during the second half of day 2, this will be provided by the central hub.

6. Support to applicants

Interested applicants may contact EUDIS Defence Hackathon 2025 Open Call for organisers' helpdesk on contact@eudis-hackathon.eu at any time if they wish to receive further information on the procedures, terms, and conditions. [The applicable data privacy policy is available through this link.](#)

EUDIS Defence Hackathon 2025 implementation team fully complies with the Regulation (EU) 2016/679 (GDPR) on the protection of natural persons with regard to the processing of personal data and the free movement of such data. The EUDIS Defence Hackathon 2025 consortium is responsible for the personal data processing, under automated and analogical means, from its collection, through its organisation and storage, up to its deletion. The EUDIS Defence Hackathon 2025 Consortium keeps a continuous and thorough registry of all its personal data processing activities. The applicants' data will be retained in the EUDIS Defence Hackathon 2025 shared archives until the end of the project activities for which the applicants submitted their applications. No transfer of the personal information will take place to an organisation or a country unless there are adequate controls in place including security of the data and other personal information.

Application form – Technical Project Description

[Please be aware of the page's limitations per section. Content provided outside these limits will not be considered for evaluation]

1. Hackathon organisation and commitment on the number of participants recruited [5 pages max]

- 1.1 What specific activities and initiatives will you implement to attract 50 participants or 10-50 teams to the hackathon?
- 1.2 Provide an overview of the program you envision for the hackathon in your location. How will it encourage engagement and foster the active participation of 50 individuals or 10-50 teams?
- 1.3 What prizes such as cash or consulting services, or a business development programme to the best teams (Top 3) will you be able to provide to the hackathon teams? Describe your plan.

2. Involvement of relevant contributing partners, sponsors, mentors, and selection board members as well as the local/regional innovation ecosystem [5 pages max]

2.1 How will you leverage the local and regional innovation ecosystem to enhance the event's impact? Provide a plan for securing partners and sponsors, as well as the amount of sponsorship that will be required and how this will be allocated. Specify which partners/sponsors are already confirmed and which are potential future partners, and the role that each partner will play in the project. In addition, please fill in the following table with at least 4 stakeholders:

No	Name of the region's key Research & Innovation stakeholder	Type of relation you have with it (Collaborated in past hackathons; Collaborated in past R&D and innovation projects; Client-provider; Other	Foreseen role during EUDIS Defence Hackathon/Contribution expected
1			
2			
3			
4			

- 2.2 Describe your plans to engage relevant stakeholders from the defence end-users such as Ministry of defence or Defence innovation agencies in your hackathon. Specify which of these stakeholders you will partner with and provide your strategy for securing them as contributors.
- 2.3 Explain how you will secure the right profiles of defence-related technical mentors and selection board members who will support and evaluate your participating teams during the hackathon. List already secured profiles, if any.
- 2.4 Provide a plan to confirm that all participants, mentors, speakers and selection board members must be citizens of one of the EU Member States, Norway or Ukraine and must be residing in the EU, Norway or Ukraine. All participants must be adults. Explain what local authorities you will partner with to enable this process.
- 3. Capability to run a hybrid defence hackathon, to ensure digital collaboration between hackathon locations, the capability to provide-testing, and the quality of the online and onsite event components [5 pages max]**
- 3.1. Describe your experience of organizing defence hackathons, other forms of open innovation programs or hybrid events and explain how you will run EUDIS Defence hackathon 2025 in the given timeline including all the different phases required for a successful implementation. Please also describe how the given budget and payment schedule fit your current financial situation. Finally, present your team (brief profile description with competence, role and experience) and how they will work together to implement this project. Please consider eligibility requirement c) and upload the corresponding CVs in the EMS Platform.
- 3.2. Provide a plan for streaming the Central Hub content to your participants and recording your own physical hackathon venue live for the Central Hub to see, including the potential budget for camera equipment.
- 3.3. Describe the capabilities of the event location(s) you have in mind, highlighting factors contributing to the overall quality of the venue. Provide up to 3 venue hosting options - including the name of the location, photos, and a clear explanation of how the venue will meet the requirements. What measures will you put in place to ensure a seamless and secure digital experience for both on-site and remote participants? Please consider for your description what's included in the eligibility requirement b)
- 3.4. Explain how you plan to facilitate prototype testing during the hackathon.

Annex I. Hackathon Communication and Promotion Plan

Name of the applicant organisation: _____

[Please be aware that this document should not have more than 4 pages]

1. How do you plan to communicate and promote the hackathon to ensure maximum participation? Can you outline a detailed communication strategy, including the channels you intend to utilize for promotion, your forecasted budget, and a list of partners willing to contribute in this regard?
2. Provide a list of social media channels (e.g., Facebook, Twitter, LinkedIn, Instagram, etc.) and the official website used for previous events or campaigns
3. Please indicate a preliminary list of the relevant promotional items (e.g. posters, rollups, backdrop banners, badges, t-shirts, etc.) you intend to utilise for the promotion of the EUDIS Defence Hackathon 2025. For each product you listed, please explain why it is needed and how it will contribute to the event's communication and outreach efforts. EUDIS Defence hackathon consortium will support with the design of the promotional items

Annex II. General Expenses Budget Table

Please provide an overview of the costs that will be covered by the general expense budget. You can request an amount up to **24.000,00 €**.

N.B

- The expenses Budget table cannot include costs related to financial prizes provided to the local hackathon winners.
- The selected organisers will have at disposal an additional allocation of 1.250€ each for additional communication support (paid or reimbursed) that will be provided on a tailored basis after the assessment of the communication plan. Such costs will be covered by the consortium in concert with the local organiser and **should not be part of the General Expenses Budget Table.**
- All listed amounts must be VAT-exclusive!

Name of the applicant organisation: _____

Overview of the cost:

#	Description	Amount (€)
1	Personnel costs (event staff, coordinators)	
2	Other costs (e.g venue rental, catering, equipment rental, printing, etc)	
3		
4		
5		