

URBAN.TECH MOSCOW RULES

1. TERMS AND DEFINITIONS

1.1. The Rules contain the following terms and definitions:

1.1.1. **Urban.Tech Moscow (UTM)** is a program to identify existing and generate new technological teams (hereinafter – the program) in order to facilitate the development of innovative digital products and services and their implementation in Moscow.

1.1.2. **Organizer** is the Moscow Agency of Innovations, a state budgetary institution of the city of Moscow.

1.1.3. **Participant** is an individual who has reached 18 years of age as of the first day of UTM submissions, acting on his or her own behalf.

1.1.4. **Team** is a group of 3-5 participants who joined efforts to complete a particular assignment. Each participant can join only one team.

1.1.4.1. The composition of a team can be changed once by its leader on the first day of the City-Wide Hackathon. Its date and place are determined by the organizer and published on the official website of UTM.

1.1.5. **Team leader** is a team representative who submitted the application and who is responsible for the formation of his or her team.

1.1.5.1. He/she is responsible for the provision of relevant information and necessary documents by teammates.

1.1.6. **The official website of UTM** is an information resource located at <http://mos.ru/utm> and intended for posting information about UTM, as well as for registering teams and collecting applications for participation in the City-Wide Hackathon.

1.1.7. **Digital products and/or services** are programs created using programming languages.

1.1.8. **Commission** is an expert body formed by the organizer with representatives of Moscow government departments, their subordinate organizations, and business entities to select teams for the competition.

1.1.9. **Tasks** are assignments that have been approved by the Commission and that must be completed by teams at the City-Wide Hackathon.

1.1.10. **Application** refers to an electronic application form filled in by the team leader on the official website of UTM in order to participate in the City-Wide Hackathon and containing relevant and reliable information on participants as well as supporting documents and additional materials.

1.1.11. **Prototype** is a working sample of a digital product and/or service that can help complete one of the tasks.

1.1.12. **City-Wide Hackathon** is a competition of teams with a duration of at least 50 and no more than 60 hours, during which participants create prototypes for further presentation to the Commission.

1.1.13. **Industry Hackathons** refer to a series of events held by the Organizer to enable the formation of teams for the City-Wide Hackathon.

1.1.14. **Project** is a prototype and a description of the procedure, technologies, programming languages, and resources used for completing a task.

1.1.15. **Winners** are teams whose results are recognized as the best in completing a task according to the commission's evaluations based on the criteria established by the Rules.

2. GENERAL PROVISIONS

2.1. These Rules govern the organization of Urban.Tech Moscow. They define the functions and rights of participants, the procedure for conducting the City Hackathon, and the criteria and methodology for the assessment of applications.

2.2. The objectives of the City-Wide Hackathon: to source for innovative solutions in different areas of the Russian technology market, to improve their investment appeal, and to form individual trajectories for the development of top projects. Tasks can be aimed at both improving existing processes and finding new innovative solutions.

2.3. All information about the Organizer, rules, dates, registration deadlines, number of prizes and award distribution dates, place and order is available on the UTM Official website. The Organizer reserves the right to change the UTM Rules at its sole discretion unilaterally and make changes to them with the publication of these changes on the Site. Such changes take effect from the moment they are published on the Site.

3. UTM FOCUS AREAS

3.1. Urban.Tech Moscow covers five focus areas:

3.1.1. **Artificial Intelligence** — machine learning based services, systems and technologies, such as speech recognition, word and data processing in natural languages, computer vision, automated car driving, etc;

3.1.2. **Fintech** — advanced financial technology allowing to improve the current financial system;

3.1.3. **Smart City** — the digitization of local assets and resources to enable and improve a wide range of public services;

3.1.4. **Management Systems** — digital task and process management systems;

3.1.5. **Marketplaces** — online platforms for the provision of products and services.

4. PARTICIPANT ELIGIBILITY

4.1. Eligible for participation in Industry Hackathons are both single individuals and teams.

4.2. Participation in the International Tour Hackathons and the City-Wide Hackathon is open only to individuals who have formed teams.

4.3. Individual requirements:

4.3.1. Ages 18 and above;

4.3.2. Ready to work in a team put together by the Organizer.

4.4. Team requirements:

4.4.1. At least three but no more than five members per team;

4.4.2. All team members must be at least 18 years old;

4.4.3. Possible team roles:

- Front-end developer
- Back-end developer
- Full-stack developer
- AI/ML specialist
- UI/UX designer

- Graphic designer
- Android developer
- iOS developer
- Software engineer
- Data analyst
- Product manager
- Business analyst
- Project manager

4.4.4. Each team can be complemented by the Organizer with a required specialist on demand.

4.4.5. Each participant can be a member of only one team.

4.4.6. Each team must have a Leader.

5. RIGHTS AND RESPONSIBILITIES

5.1. The rights and responsibilities of the Participant:

5.1.1. The Participant has the right to:

- take part in all Urban.Tech Moscow events in accordance with these Rules;
- receive information on the terms and conditions of the Hackathon;
- refuse to participate in Urban.Tech Moscow.

5.1.2. The Participant must comply with all the conditions of these Rules.

5.2. The rights and responsibilities of the Organizer:

5.2.1. The Organizer has the right to:

- require the Participant to comply with these Rules;
- exclude from participation in the Hackathon anyone who violates these Rules ;
- not to enter into written communications with the Participant, except for the situations provided for in these Rules;
- to provide information about the Participant to third parties in cases stipulated for by the legislation of the Russian Federation;
- modify these terms or cancel the Hackathon if required by the applicable law;
- change the date and time of UTM by posting a preliminary announcement on the Official website <http://innoagency.ru/utm>;
- edit and publish information on the results of the Hackathon for informational and advertising purposes without notifying the Participants and obtaining their consent;
- change UTM terms and conditions and publish changes on the UTM website;
- at its own discretion, without explaining the reasons to the Participants and not entering into correspondence with them, invalidate any actions of the Participants, and also prohibit further participation in the Hackathon to any person with respect to whom the Organizer has reasonable suspicions that he or she forges data or extracts benefit from any falsification of data necessary for participation in the Hackathon including, but not limited to the following actions:
 - if the Organizer has doubts that the information provided by the Participant during the registration is correct, complete, or accurate;
 - if the Participant acts in violation of these Rules.

5.2.2. The Organizer is not responsible:

- for postponements and errors in the organization of UTM, as well as for any other changes caused by circumstances of force majeure.
- for the Participants' failure to fulfill their duties stipulated by these Rules;

- for the Participants's failure to read these Rules;
- for malfunctions and other technical errors of telecom operators (phone and Internet providers) directly serving UTM Participants;
- for receiving incomplete and/or incorrect electronic messages from the Participants, including through the fault of the mail service, communication organizations, as a result of technical problems and/or fraud on the Internet and/or communication channels used during UTM;
- for any consequences of the Participants' errors, including (but not limited to) losses incurred by them.

5.3. By accepting these Rules, the Participant agrees that:

5.3.1. The Organizer's use of demonstration files, product presentations, ideas, concepts, principles, methods, processes, systems, ways of solving technical, organizational or other problems created by the Participant during the Hackathon, including their publication on the Internet, does not violate the rights to the results of intellectual activity or other rights of the Participant and third parties;

5.3.2. The Participant agrees that the Organizer may at its discretion, without obtaining permission from the Participant) and without paying him or her remuneration, use any product presentation files, ideas, concepts, principles, methods, processes, systems, ways of solving technical, organizational or other problems created by the Participant during the Hackathon.

5.3.3. In the event of any third party claims regarding the provided Product, demonstration files, presentations, ideas, concepts, principles, methods, processes, systems, ways of solving technical, organizational or other problems created by the Participant during the Hackathon, the Participant undertakes to independently settle them in full (including compensation for direct and indirect losses of third parties) without involving the Organizer and/or Operator.

5.4. The Participant provides the Organizer with non-exclusive rights to use demonstration files (including the right to reproduce, distribute, import, publicly display, and broadcast them) and permits the Organizer to copy the provided demonstration files or modify them as a whole or as part, separately or in connection with any words and/or images. The rights are considered granted from the moment of the Product's presentation during the Hackathon.

6. INDUSTRY HACKATHON PROCEDURE

6.1. Industry Hackathons are designed to help individual participants build teams for the City-Wide Hackathon.

6.2. Each hackathon is dedicated to one of the UTM focus areas.

6.3. Registration for the Industry Hackathons:

6.3.1. The registration process for the Industry Hackathons begins on 1 August and ends 2 days prior to the date of the respective hackathon. To register, candidates must fill out the application form at the official website. By filling out the form, candidates give their consent for processing their personal data by the Organizer.

6.3.2. When filling out the application form, potential participants must provide the following information: full name, city of residence, email address, and phone number.

6.4. Once the registration is complete, an automated message is sent out to the applicant confirming his or her registration.

6.5. The Industry Hackathons will have the following provisional structure:

- Registration;
- Event Opening;
- Urban.Tech Moscow Program Presentation;

- Task Announcement;
- Coffee Break;
- Idea Presentations by Participants (2-minute presentations);
- Team Building Workshop;
- Partner Consultations;
- Consultations re. applications and participation in the City-Wide Hackathon

6.6. The Industry Hackathons will results in established teams with finalized ideas for the challenges that will be presented in the City-Wide Hackathon.

7. INTERNATIONAL TOUR PROCEDURE

7.1. See the International Tour Regulations at the official website.

8. CITY-WIDE HACKATHON

8.1. Applications:

8.1.1. Team applications are accepted from 15 September through 1 November 2019 at the official website.

8.1.2. In addition to the application form, all entrants must provide:

8.1.2.1 A presentation file with a size of no more than 30 Mb in either .pdf or .ppt format. The presentation must describe the overall concept of the proposed solution and contain at least 6 slides, including:

- a title page mentioning the chosen focus area and task addressed by the proposed solution;
- a description of the proposed solution and features of its future prototype;
- a description of the future prototype's architecture;
- a provisional list of technologies and programming languages needed to create the proposed solution;
- a description of the anticipated impact from the implementation of a future prototype by city and business entities;
- a description of each teammate's roles.

8.1.2.2. A video address with a size of no more than 30 Mb in either .mp4, .mov, or .avi format. The total length of the video address must not exceed 60 seconds.

It must contain information covering:

- motivation for participation in the hackathon;
- motivation for choosing a specific task;
- benefits from the proposed solution.

8.1.3. Applications are checked for compliance with the established form in accordance with the following criteria:

№	Criteria	Points
1.	Presentation	
1.1.	Description of the proposed solution and features of its future prototype	Provided – 1 point Missing – 0 points
1.2.	Description of the future prototype's architecture	Provided – 1 point Missing – 0 points
1.3.	Description of technologies and programming languages needed to create the proposed	Provided – 1 point Missing – 0 points

	solution;	
1.4.	Description of the anticipated impact from the implementation of a future prototype	Provided – 1 point Missing – 0 points
1.5.	Description of all teammates and their roles	Information provided for all teammates – 1 point Information provided for some but not all teammates – 0.5 points No information – 0 points
2.	Video address:	
2.1.	Information on motivation for participation in the hackathon	Provided – 1 point Missing – 0 points
2.2.	Information on motivation for choosing a specific task	Provided – 1 point Missing – 0 points
2.3.	Information on benefits from the proposed solution	Provided – 1 point Missing – 0 points

8.1.4. The final score is calculated by adding the points received for each criterion.

8.1.5. No more than 250 teams with the highest number of points will be admitted to the competition.

8.1.6. Should there be an equality of points scored, preference will be given to teams who submitted applications earlier.

8.1.7. The list of hackathon teams is approved by the Organizer based on the results of selection and is posted on the official website no later than 7 calendar days before the hackathon begins. No material submitted to the competition can be reviewed or returned to the sender.

8.1.8. The Organizer has the right to request additional information from teams, including documents proving the identity of participants.

8.2. Applications for the City-Wide Hackathon are submitted by team leaders.

8.3. The Organizer collects and checks all applications for compliance with the established form and within 10 working days from the date of receipt of the application sends a notification at the email address provided in the application:

8.3.1. A rejection notification for incomplete or non-compliant applications.

8.3.2. An acceptance notification for correctly filled and complete applications.

8.4. Prior to the beginning of the City-Wide Hackathon, teams will be grouped according to the Tasks and provided with respective data. No more than 250 teams will participate in the event.

8.5. Throughout the City-Wide Hackathon, teams must use their own equipment, including personal laptops, chargers, etc.

8.6. Throughout the City-Wide Hackathon, the Organizer provides:

- desks with access to the Internet;
- hygiene kits and partner products;
- recreation area;
- 3 meals a day and unlimited coffee.

9. WINNER SELECTION

9.1. During the City-Wide Hackathon, each team should prepare a project and develop a prototype for the task selected at the time of application.

9.2. The prototype must be submitted to the Organizer not later than at 11.59 p.m. of the third day of the hackathon via an email containing a link to the prototype's file.

9.3. Submitted prototypes must meet the following requirements:

- have a program code;
- address the task specified in the application form.

After submitting a prototype, each team must prepare a presentation for the Commission. Presentation files must be sent to the operator per email, have a size of no more than 30 Mb, be in either .pdf or .ppt format, and have the following slides:

- a title page mentioning the chosen focus area and task;
- a description of the existing problem addressed by the prototype;
- a description of the prototype's features;
- a description of technologies and programming languages used to create the prototype;
- a description of the anticipated impact from the implementation of the future prototype by city and business entities;
- a description of the revenue generation model;
- a description of teammates and their roles.

9.4. Project evaluation is carried out by commission members by means of voting.

9.5. The final score is calculated by adding the points received for each criterium.

9.6. Following the evaluation of all projects, the Commission selects winners in each of the tasks.

9.6.1. A total of 10 winners will be selected.

9.7. In the event when two or more teams score equal points, winners are chosen in an open vote held by the Commission during its meeting.

9.8. The resolution is adopted by a simple majority of votes given by commission members present at the meeting.

9.9. In the case of an equality of votes, the chairperson has a second and casting vote.

9.10. After the voting has ended, the proceedings are summarized in a report by the Organizer and signed by the chairman.

9.11. The hackathon is not a lottery. It is not based on risk and does not require participation fees.

10. OTHER PROVISIONS

10.1. By joining the Urban.Tech Moscow competition the Participants agree to these Rules. Any violation of these Rules by an individual Participant/Team or refusal to fulfill the terms and conditions and/or refusal to receive the Prize will be interpreted as refusal to participate in the Hackathon. In that case, the said Participant/Team is not entitled to any compensation from the Organizer.

10.2. Participants cover all personal expenses including travel and accommodation costs incurred in connection with Urban.Tech Moscow (exception is provided to International Tour hackathon winners).

10.3. All disputes regarding Urban.Tech Moscow are regulated in accordance with the current legislation of the Russian Federation.

10.4. In situations that allow more than one interpretation of the Rules and/or issues not regulated hereby, the final decision on the interpretation and/or clarification is made directly and exclusively by the Organizer.