



OSOR Awards 2023

**The EU Public Services
Open Source Achievement Awards**

Procedure guide



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1. Purpose of this document

The purpose of this document is to provide practical information about the OSOR Awards: The EU Public Sector Open Source Achievement Awards. It includes the information on eligibility and selection criteria, step-by-step submission guidelines, important dates, useful links, and contact information. Please read this document carefully before filling in the application form. It is important that you provide a thorough description of your solution or initiative.

2. About OSOR and the EU Public Services Open Source Achievement Awards

[The Open Source Observatory \(OSOR\)](#) was established by the European Commission under the auspices of the IDABC programme in 2008 as part of its strategy to promote the use of open source software (OSS) within the public sector across Europe. OSOR's mission was then supported by ISA and ISA2, the subsequent programmes focusing on the EU public services' interoperability, as open source is one of its crucial enablers. Since 2011, the Observatory has been part of the Joinup platform, where it has created a comprehensive knowledge hub to facilitate the OSS adoption in the EU public services. It is now one of the key elements of the [Interoperable Europe](#) initiative under the [Digital Europe Programme](#).

OSOR organises the EU Public Services Open Source Achievement Awards to celebrate and showcase the best Open Source solutions and initiatives created by or for the public administrations in Europe. As public services become increasingly more digital, OSOR wants to shine some light on the projects that have opened the way to more democratic digitalisation. As the title of the Awards indicates, the Jury will focus on the achievements of Open Source solutions and initiatives, looking at the impact on their communities, the pursuit of ambitious goals, and the determination in overcoming challenges.

This award will reward contributions furthering democracy, transparency, and active participation of citizens in creating digital infrastructures serving constituents and showcasing examples of effective usage of public resources and exceptional response to solving problems.

The Awards will promote and celebrate exceptional, most impactful and innovative Open Source Software (OSS) solutions and initiatives in Europe, advancing the usage of open technologies on the continent, and inspiring public administrations on all levels to use them as a tool towards realising their goals. The contest is open to both solutions and initiatives as the current Open Source landscape includes a variety of stakeholders with a diversity of roles to play, which

cannot be contained in one simple definition. The detailed description of what is considered a solution and an initiative eligible for the contest is expanded in point 5 of this document.

This contest is also organised to celebrate OSOR's anniversary. After the Observatory's 15 years of research, studies, and reporting on the work of citizens and public administrations across Europe, these Awards will be an occasion to look back at what the Open Source community has achieved.

The Award Ceremony will take place at the OSOR Anniversary Conference ("Open Source Observatory turns 15: from pioneering to mainstreaming open technologies in public services") on 21 November in Brussels.

3. Award categories

The best solutions and initiatives will be selected for two Awards:

- 1) **EU Public Sector Open Source Achievement Award**, chosen by a Jury according to the dedicated selection criteria.
- 2) **OSOR Community Award**, voted on the Joinup platform by OSOR users and anyone who will log in to the platform.

4. Why should you participate?

The awards are European Commission's official recognition of the most impactful solutions and initiatives that play a pivotal role in supporting public services in carrying out their mission, serving citizens, and advancing digital transformation of public services.

Awarded teams will be provided with a platform and publicity to present their solutions and initiatives to a wide audience, increasing their potential for further development, scalability, networking, and collaboration opportunities.

The applicants and winners will be promoted and highlighted on the OSOR website, in newsletters, and at events. Being acknowledged by the European Commission will help the teams behind the projects to connect with their European peers and demonstrate their success and benefits of public sector OSS to the national and local decision-makers. While the Awards

are non-monetary, they will highlight the best Open Source solutions and initiatives and aim to support their further development, recognition, and uptake.

The representatives of the top 6 solutions and initiatives chosen by the Jury and 1 chosen by the public will be invited to come to Brussels to present their solutions and initiatives and participate in the dedicated panel discussion at the OSOR conference on 21 November 2023. Their travel and accommodation will be sponsored by the organisers. Exhibition stands at the conference will also be provided for the shortlisted solutions and initiatives.

5. Who can participate?

These Awards are meant for organisations and teams who:

- have successfully implemented an Open Source solution(s) within public administrations
- or developed initiatives using, supporting, and advancing the use of Open Source within public services.

The submitters can be representatives of public administrations at all levels; public service institutions such as schools, universities, hospitals, and others; third sector organisations crucial for the functioning of public services and working directly with administrations. Businesses developing the solutions can apply only together with a public-sector body they have worked with on their development.

These Awards are aimed at, but not limited to, solutions and initiatives that enable the use of Open Source in a European public administration, support public services in carrying out their mission and societal goals, have a significant impact on (local) democracy, or bring exceptional benefits to citizens. This Award is not limited to technical solutions or pieces of software but is aimed at recognising the efforts that were made by an administration and its civil servants towards using Open Source to achieve a certain goal.

Therefore, eligible solutions and initiatives may include: implementation of existing Open Source software; in-house development of a solution; a new or more effective collaboration model for animating an Open Source community; contribution to an Open Source project; and more generally, initiatives that facilitate the use of Open Source in public administrations such as blueprints, community events, and hackathons. The list is not exhaustive, so if you are unsure about the eligibility of your solution or initiative, please contact the OSOR team at EU-OSOR@ec.europa.eu.

6. Eligibility criteria

A solution or initiative is eligible for the OSOR Awards 2023 if it fulfils the following criteria:

1. Must be developed or implemented by a public organisation from an EU Member State, EFTA country associated with the [Digital Europe Programme](#), or an EU candidate country whose Association Agreement with the Digital Europe Programme has entered into force.
2. Must have a representative (an organisation/a natural person) to submit the application.
3. The solution or software released, used, and implemented by the initiative must be licensed under an Open Source software licence.

Open Source software (OSS) is a type of software whose source code is released under a royalty-free licence in which the copyright holder grants users the rights to run, study, modify, enhance, and distribute the software to anyone and for any purpose. An OSS solution is OSS software used as a building block for providing a public service.

4. Must be submitted in English via the official submission form on EU Survey. Please note that the description of each submitted and eligible solution will be published on Joinup by the OSOR team.

7. How and when to submit the application?

The online submission form will open on **26 July 2023** and close on **21 September 2023**.

The form is available [here](#).

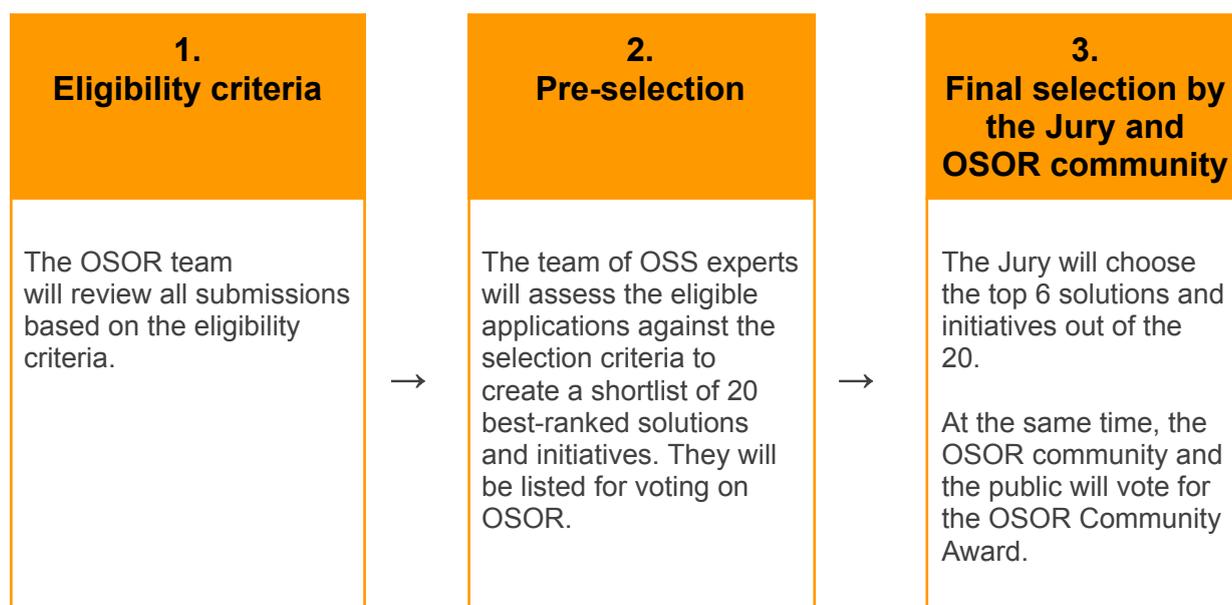
If you cannot finalise your replies in one go, you can save an incomplete version by selecting the option 'save draft'. Once you have saved a draft version of your responses, you must save the link that will be given at the end of the session. Use this link to access the draft version you saved previously to continue working on the submission form. When you finalise your application, hit 'submit'.

Please note that you should respond to all questions. If some questions are not applicable to your solution or initiative, please specify N/A in the response box.

To ensure successful submission, please submit your application well in advance before the submissions close.

8. Selection phases

Your solution or initiative will need to pass the three-step assessment described below



9. Selection criteria

The eligible solutions and initiatives will be assessed against the following criteria:

- **Motivation, impact, and goals:** Recognising the driving force behind the development of a solution or initiative, the positive effects it has on communities and its stakeholders, and the clear objectives it aims to achieve.
- **Governance:** Acknowledging strong leadership, transparency, and inclusivity in decision-making processes, ensuring accountability, and promoting the principles of open governance.
- **Sustainability and maintenance:** Honouring long-term viability, effective resource management, and ongoing support to ensure the sustainability and continuous improvement.

- **Uptake and reuse:** Recognizing successful adoption and implementation, showcasing the scalability and adaptability of the solutions and initiatives, and good practices leading to more potential for widespread reuse.
- **Collaboration and community:** Celebrating vibrant and engaged communities that encourage active collaboration, knowledge sharing, and mutual support among contributors, users, and stakeholders.

The Jury will seek to award the solutions and initiatives that can serve as an inspiration for other European public services, that ‘thought outside the box’, that solved a difficult issue for their constituency, that made a complicated process easier for their entities, that contributed to democratic participation in digital transformation of public services, or that in some other way used Open Source Software as a tool to add value to citizens and public services.

10. Questions you will be asked while submitting your application

The submission form consists of the following questions:

1. Basic information
 - a. Solution:
 - i. Briefly describe the solution
 - ii. What technology is it based on?
 - iii. How is the solution documented? Please provide access to the source code and documentation.
 - iv. What licence model is used?
 - b. Initiative:
 - i. Briefly describe the initiative
 - ii. What is the scope of the initiative? For example: stakeholders concerned, geographies covered, technologies used.
2. Motivation, impact, and goals
 - a. Why did you start developing this solution or initiative?
 - b. What is the goal of the solution or the initiative?
 - c. Who does it serve and how was this taken into account during development?
 - d. What is innovative about how it was developed?
 - e. What is the impact of this solution or initiative?
3. Governance
 - a. What is the governance of the solution or initiative?
 - b. How can citizens and organisations participate in its development and improvement?
4. Sustainability and maintenance

- a. Was there a sustainability plan developed to maintain the solution or initiative (including financing)? If yes, what does it entail?
 - b. If not, how are sustainability and maintenance ensured?
5. Uptake and reuse
 - a. How many entities are using the solution or are involved in the initiative?
 - b. Has it been developed in a way that takes reusability into account?
 - c. Is it easily adaptable to the changing needs of a given administration or other stakeholders intending to use it?
6. Collaboration and community
 - a. Was it developed with more than one community/entity/administration involved? Which one(s)?
 - b. What were the efforts towards creating a sustainable community around it?
 - c. Is it maintained/evolved in collaboration with other entities?
7. Why do you think your solution or initiative deserves to be awarded with the EU Public Services Open Source Achievement Award?
8. Other
 - a. Is there anything important that you would like the Jury to consider?

11. When will the results be announced?

The top 20 solutions and initiatives selected for voting on the OSOR platform will be informed of being shortlisted on 29 September 2023.

The top 6 solutions and initiatives selected by the Jury will be informed on 5 October 2023 and invited to come to Brussels.

The winner of the OSOR Community Award will be informed on 27 October 2023 and invited to come to Brussels.

The official announcement of the final ranking will take place on 21 November 2023 at *The Open Source Observatory turns 15: From pioneering to mainstreaming open technologies in public services* event.

12. Award Ceremony

The representatives of the top 6 entries and the winner of the OSOR Community Award will be invited to Brussels for the event celebrating 15 years of OSOR - *Open Source Observatory turns*

15: From pioneering to mainstreaming open technologies in public services on 21 November 2023. The conference organisers will support them in arranging travel and accommodation and will cover the costs for 1 person per solution.

The representatives of these top entries will be invited to present their solutions or initiatives during this large event convening participants from the EU Member States public administrations and private sector, European Institutions, NGOs, and various Open Source communities and associations. The Award ceremony will follow this dedicated session.

The presentation of a solution should last a maximum of 5 min and can include various media forms such as presentations, videos, or demos. The organisers will support the teams in preparing their presentations.

13. Important dates

26 July: Call for submissions opens.

21 September: Submissions close.

25 September: Eligible solutions list is produced by the OSOR team. Submitters are informed about the admission or non-admission of their solutions and initiatives to the contest.

29 September: Team of OSS experts selects top 20 solutions 1) for the Jury selection and 2) to be listed for voting on OSOR by the public.

29 September: Launch of the voting on OSOR. Top 20 solutions are informed that they were shortlisted and can start their promotional campaigns.

5 October: Voting of the Jury on the top 6 solutions. The representatives of the top 6 solutions and initiatives are informed and invited to Brussels. The final ranking will be announced at the Award Ceremony.

26 October: Closing of the voting by the community on the OSOR platform.

27 October: The winner of the OSOR Community Award is informed and invited to Brussels.

21 November: Announcement of the winners at the Awards Ceremony at the 15 years of OSOR event.

14. Contact us

If you have any questions, please contact us at EU-OSOR@ec.europa.eu.