ECLIPSE FOUNDATION

Open Community Meetups



Organiser guide 2026

Open Community Meetups

Bring the Eclipse community together locally — connect with peers, grow your network, and organise in-person events with support from the Eclipse Foundation, including:

- Up to €1,000 in funding for food, beverages, and venue rental
- Promotional support and visibility
- Eclipse Foundation swag, subject to availability



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Benefits for organisers

- **Build your reputation —** demonstrate leadership and strengthen your profile as an open source innovator.
- **Engage your community —** develop stronger relationships with users, adopters, contributors, and local organisations.
- **Access practical support —** receive funding, swag, promotional assistance, and event communication resources.
- **Increase your visibility —** benefit from Eclipse Foundation channels before and after the event.
- **Create opportunities for collaboration —** connect organisations and individuals with shared interests, potentially leading to new partnerships and business opportunities.
- **Meet potential talent —** engage skilled developers and contributors while showcasing your organisation's culture and expertise.

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Benefits for participants

- **Grow their network —** meet other professionals, exchange ideas, and build valuable relationships.
- **Share their expertise —** gain visibility by presenting knowledge, experience, and project insights.
- **Develop presentation skills —** practise public speaking in a welcoming and supportive environment.
- **Learn from peers —** discover new ideas, technologies, and approaches from fellow community members.
- **Support professional growth —** expand skills, explore career opportunities, and engage with emerging open source topics.
- **Strengthen their sense of belonging —** become part of an active community united by open source, collaboration, and innovation.

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How to get started



Get in touch

Contact the Eclipse Foundation Program Manager responsible for the relevant Industry Collaboration.



Join a kickoff meeting

Take part in a one-hour video call with the organising team, the Program Manager, and the Events team to confirm location, date, format, and language.



Prepare for launch

Within approximately two to three weeks, the registration page should be ready and promotion can begin.

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Your Eclipse Foundation contacts

Program Managers by Industry Collaboration.



Sarah Gallian

Senior Manager, SDV & Automotive Programs



Tanja Obradovic

Senior Manager, Java Programs



Juan Rico

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Javier Valiño

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Thomas Froment

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Frédéric Desbiens

Senior Manager, Embedded & IoT Programs

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Guidelines, responsibilities, and timeline

Everything you need to plan and deliver a successful meetup.



General guidelines

The number of meetups funded by each Working Group is determined by its Program Manager.

- Funding must be allocated from the Working Group's events budget.
- Eligible organisers may include contributors, committers, project leads, Working Group participants, and Eclipse Foundation members.
- Organisers must use the Eclipse Foundation's designated event management platform.

Meetups may be organised by individuals or teams actively involved in Eclipse projects, Working Groups, Interest Groups, or the wider Eclipse Foundation ecosystem.

- Open Community Meetups must be open for registration by the general public.
- All organisers, participants, speakers, sponsors, and partners must follow the Eclipse Foundation Community Code of Conduct.
- Anyone wishing to host a meetup must submit an application for review by the responsible Program Manager.

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Event format and participation

Events may be hosted at a company location, provided access is available to all registered participants.

- Organisers may choose the event's spoken language and use the same language on the registration page.
- Pre- and post-event social media communications must also be available in English.

Organisers are expected to build a diverse program, with representation across genders, organisations, and community perspectives.

- Local sponsorship is permitted, and sponsors may be acknowledged on the event website.
- The Eclipse Foundation reserves the right to review the sponsorship process and approve or reject individual sponsors.

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Tickets and access

Open Community Meetups must not generate personal or corporate profit. Event tickets should remain either completely free for everyone or affordable and accessible. Organisers are encouraged to develop local partnerships that help reduce event costs.

If you charge for tickets

- A standard ticket price of at least €20 is recommended.
- Any proceeds would go towards the Working Group's initiatives.
- Free tickets must be available for students, academics, freelancers, and people who are unemployed.

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Organiser responsibilities

The organising team must:

- Include at least one Eclipse Committer
- Consist of organisers who are at least 18 years old
- Have a genuine interest in Eclipse technologies and open source
- Include relevant technical knowledge
- Have event-planning experience
- Be connected to the local developer or technology community
- Be committed to contributing to and supporting the community

Organisers are responsible for:

- Securing an accessible venue and suitable meeting room or rooms
- Developing the event agenda with some help from the Eclipse Foundation
- Arranging catering and audiovisual equipment, where required
- Providing event photos/videos, the reimbursement form, wire information form, and all relevant invoices within 21 days after the event

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Eclipse Foundation support

Branding

Visual assets for the registration page and social media communications.

Registration management

A registration page, including participant billing and registration reminders.

Communications and marketing

Promotion through Eclipse Foundation social media channels before and after the meetup; targeted mailings where applicable; a listing on eclipse.org/events; and a post-event feedback survey sent to participants.

Financial support

Reimbursement of eligible costs for food, beverages, and venue rental, up to a maximum of €1,000 per meetup.

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Timeline before the event

Time from event	Action	Owner
D-day − 90 days	Request for event creation	Organiser
D-day − 75 days	Confirmation of event approval	Eclipse Foundation
D-day − 60 days	All mandatory information defined: location, date and time confirmed, including draft agenda and speaker list. Organiser agreement is signed.	Eclipse Foundation and organiser
D-day − 30 days	Registration website created; event visible on Eclipse Foundation channels; social posts announcing the event; swag sent to organisers.	Eclipse Foundation, with organiser input
D-day − 7 days	Final checklist sent to organisers; general reminder sent to participants.	Eclipse Foundation
D-day − 1 day	Reminder sent to participants	Eclipse Foundation
D-day	Event day	Organiser

Timeline after the event

Time from event	Action	Owner
D-day	Event day	Organiser
D-day + 1 day	Social post in English thanking attendees and speakers; send the attendee list (show and no-show) to the Eclipse Foundation.	Organiser
D-day + 7 days	Post-event feedback survey sent to participants; websites updated to reflect completion.	Eclipse Foundation
Within 2 weeks	Results of the feedback survey shared with organisers.	Eclipse Foundation
Within 21 days	Event photos/videos, the completed reimbursement and wire information forms, and all relevant invoices sent to Eclipse Foundation staff.	Organiser

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Thank you

Talk to your Program Manager to start planning your meetup.

eclipse.org/events