**[COVER LETTER]**

**Date: dd/mm/yyyy**

**To,**

**The Organising Chair,**

**Forensic Hackathon – 2025**

**National Forensic Sciences University**

**Sub:** Submission of the proposal for consideration in Forensic Hackathon – 2025

**Theme: [Write the theme name of your proposal]**

**Dear Sir/Madam,**

**[Introduce your team and write short abstract of your proposal in max 10 sentences]**

Kindly consider our proposal for Forensic Hackathon – 2025.

With best wishes,

**[Name of the Team Leader]**

**Forensic Hackathon 2025 - Participant Proposal**

**Length:** Aim for 2–3 pages, keeping it concise and focused.
**Format:** PDF, Font size 12, Times New Roman or Arial, 1.15 line spacing.

**1. Team Details**

* **Team Name:**
* **Team Members:** (Names, roles, and contact details)
* **Institution/Organization:**
* **Contact Email:**
* **Phone Number:**

**2. Project Title**

* A concise and descriptive title for the project.

**3. Problem Statement**

* Clearly define the forensic challenge or issue your project aims to solve.
* Explain why this problem is significant in your respective theme. (Approx. 150–200 words)

**4. Proposed Solution**

* Describe your solution concept in detail.
	+ **Technology Stack:** (Tools, languages, and platforms you plan to use)
	+ **Key Features:** (Main functionalities of your solution)
* Highlight how your solution is innovative or unique. (Approx. 200–300 words)

**5. Methodology**

* Outline the approach you will take to develop your solution.
	+ **Data Collection:** How will you gather data (if applicable)?
	+ **Techniques or Algorithms:** Any specific forensic techniques or algorithms you plan to use.
	+ **Development Phases:** Briefly describe the steps or phases of your development process.

**6. Expected Outcomes**

* Describe the expected results or impact of your solution.
* Mention how your solution can be practically applied in forensic investigations.

**7. Challenges and Risks**

* Identify potential challenges in implementing your solution.
* Briefly mention how you plan to mitigate these risks.

**8. Team Expertise**

* Briefly highlight each team member’s skills and experience relevant to the project.

**9. Conclusion**

* Summarize the key points of your proposal and emphasize why your project should be considered for the hackathon.

**10. Appendix (Optional)**

* Diagrams, flowcharts, or any supporting material if needed.