**WESTERN AUSTRALIAN INNOVATION DEVELOPMENT SCHEMES**

**Innovation and Industry Promotions Scheme**

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**Application Form**

**GROWTH CATEGORY**

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| The major aim of the **Western Australia Innovator of the Year (WA IOTY)** program is to reward exceptional innovators in Western Australia who have developed an outstanding product, technology or service that is at the emerging innovation or growth phase of development. The innovation must demonstrate an economic, social or environmental benefit to Western Australia.  **Please read the “Important Information for Applicants” section of this form before you start filling in the form.** |

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| **IMPORTANT INFORMATION FOR APPLICANTS– PLEASE READ** |
| 1. This form is a Word document and can be filled out and saved, emailed and printed. It is recommended you PDF your application prior to submission. 2. Please note that word limits are specified for each answer box. 3. This form requires applicants to provide statements that address 2015 WA IOTY program eligibility and evaluation criteria detailed in the *2015 WA IOTY Applicant Information*. Thus, when completing the form, please refer to the *2015 WA IOTY Applicant Information*. 4. Please ensure your eligibility prior to completing this form. Please complete the Eligibility Checklist on Page 4 to determine your eligibility. 5. Please submit only the completed application form and supporting documentation requested or permitted in this form. Do not submit any other supporting documentation as it will not be used in the evaluation. 6. Please contact the Innovation and Commercialisation Branch at the Department of Commerce via email at [innovator\_enquiries@commerce.wa.gov.au](mailto:innovator_enquiries@commerce.wa.gov.au) for assistance or enquiries relating to the 2015 WA IOTY program. |
| **CATEGORIES AND LEVEL OF FUNDING**  The 2015 WA IOTY program comprises of two categories - the Emerging Innovation Category (pre-revenue) and the Growth Category (post-revenue). The Overall Winner is selected from one of these categories.  This Application Form is for applicants nominating for the **Growth Category.**  The **Growth Category** is open to applicants who have generated revenue from their innovation.  The prize for award recipients is detailed in the *2015 WA IOTY Applicant Information*.  Applicants can only enter one application per innovation. The application may be in either category, but not both categories.  For further information, please refer to the *2015 WA IOTY Applicant Information* and/or the website [www.commerce.wa.gov.au/innovator](http://www.commerce.wa.gov.au/innovator). |
| **APPLICATION PROCESS**  The application process is a two-stage process –   * Stage 1 - written applications evaluated by a judging panel, followed by the announcement of the Finalists from each category. Unsuccessful applications in Stage 1 do not progress to Stage 2. * Stage 2 – Finalists will undertake presentation training and mentoring in preparation for their pitch presentation to a second judging panel.   Following the presentations, the Overall Winner, the Emerging Innovation Category and Growth Category winners will be decided.  Further information on the application process, judging process, key dates and the 2015 WA IOTY program is available through the Department’s website at [www.commerce.wa.gov.au/innovator.](http://www.commerce.wa.gov.au/innovator)  **Written Application Guide**  Although you are unable to add pictures or diagrams to the online application form, you are permitted to attach up to 2 images or diagrams (to a maximum of two pages) of your innovation to support your application as a separate attachment to the email.  Please note: All descriptions pertaining to the pictures or diagrams of your innovation must be included within the allowed text on the online application form.  You will have the opportunity to explain and/or demonstrate your innovation to the judging panel in more detail should your application at Stage 1 be successful.  To submit completed applications, applicants are to email the completed Application Form (as a recommended PDF) and attach eligible supporting documentation. Applications **must be received** at the Department of Commerce by email to [innovator@commerce.wa.gov.au](mailto:innovator@commerce.wa.gov.au) by **3:00pm WST** on **Tuesday 2 June 2015.**  Alternatively, applications (hard copy) can be posted (with permitted supporting documentation) to the Department but **must be received** by **3pm WST Tuesday 2 June 2015.** Applications are to be marked as follows:  *Marked Attention:*  Tessa Finlen - Project Manager  Innovation and Commercialisation Branch,  Industry and Innovation Division Locked Bag 14  CLOISTERS SQUARE PERTH WA 6850  Late applications or changes to applications **will not** be accepted after the closing date and time. |

**Eligibility Checklist**

Please ensure that your business is eligible to apply for the 2015 WA IOTY program before completing this application form (ie eligible applicants must meet all of the following eligibility criteria). Please tick the appropriate box:

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| 1. *Do you wish to apply for the Growth Category of the 2015 WA Innovator of the Year program?* | *Yes □* | *No □* |
| 1. *Do you have a business address in Western Australia?* | *Yes □* | *No □* |
| 1. *Is your business developing your innovation in Western Australia?* | *Yes □* | *No □* |
| 1. *Will your business continue to be based in Western Australia during the next three years?* | *Yes □* | *No □* |
| 1. *Is your business solvent?* | *Yes □* | *No □* |
| 1. *Is your business an industry organisation, private sector firm, public sector agency, university, research institute, partnership, other organisation or a sole trader based in Western Australia?* | *Yes □* | *No □* |
| 1. *Does your business possess an Australian Business Number (ABN) or an Australian Company Number (ACN)?* | *Yes □* | *No □* |
| 1. *Has your business developed your product or service from an original concept?* | *Yes □* | *No □* |
| 1. *Does your innovation have some form of intellectual property (IP) protection and/or is it relying on a rapid route to market strategy?"* | *Yes □* | *No □* |
| 1. *Are you or your business the legal or authorised owner of the innovation?* | *Yes □* | *No □* |
| 1. *Can your business confirm that it has not received an award under the WA IOTY program for the same innovation as an Overall Winner or in the Growth Category?* | *Yes □* | *No □* |
| 1. *Have you entered an application only in the Growth Category for the 2015 WA IOTY program for this innovation?* | *Yes □* | *No □* |
| 1. *Is your innovation currently generating revenue?* | *Yes □* | *No □* |

**If you answered NO to any of the above questions, you are not eligible for this program and you will not be able to proceed with an application.**

**NOTE: Refer to the *2015 WA IOTY Applicant Information for all eligibility criteria.***

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| **1. Business Details** |

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| Project Title (your idea/innovation) |  | | | | | |
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| Company Name (full legal name) |  | | | | | |
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| Australian Company Number (ACN) |  | | | | | |
|  |  | | | | | |
| Australian Business Number (ABN) |  | | | | | |
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| Is your business registered for GST? | Yes □ | | |  | | No □ |
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| Total number of employees | |  |  | | | |
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| What year was your business established? | |  |  | | | |
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| If you are a sole trader, please provide your date of birth | |  | | |  | |
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**Business Street Address**

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| Address line 1: | |
| Address line 2: | |
| Suburb/town: | Postcode: |
| Website address (where applicable): | |

**Business Postal Address** (leave blank if the same as street address)

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| Address line 1: | |
| Address line 2: | |
| Suburb/town: | Postcode: |

**Primary Contact *(for this application)***

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| Name: |  |
| Position: |  |
| Telephone number: |  |
| Mobile telephone number: |  |
| Email address: |  |

**Please select which industry are you active in:**

Building & Construction □

Clean Technology □

Defence □

Energy □

Food & Beverage □

Information Technology □

Life Sciences □

Manufacturing □

Mining □

Oil & Gas □

Pharmaceutical □

Telecommunications □

Transport, Distribution & Logistics □

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Other:

**Would you like to be considered for the Woodside Oil and Gas Encouragement Award?**

(For more information please refer to the *2015 WA IOTY Applicant Information)*

Yes □ No □

(Please note: Your eligibility for the Award will be assessed by the Department of Commerce before inclusion).

**Are you considering submitting an application for the Perth Convention Bureau (PCB) 2015 WA Innovator of the Year Travel Award?**

Yes □ No □

(Please note: The evaluation process for this award is separate to the WA IOTY program and applications will be assessed by PCB representatives. For more information about the award and how to apply, please refer to the *2015 WA IOTY Applicant Information*.)

**How did you find out about the WA Innovator of the Year program?**

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| **2. Your innovation** |

2.1 Description of the innovation

i. Describe the innovation. Explain what it is, what it does and how it works (in technical terms).

***MAXIMUM300 WORDS***

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ii. Need - Describe the problem/need your innovation solves (in technical terms).

***MAXIMUM300 WORDS***

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**iii. Competitive Advantage –** **Describe your value proposition in technical and financial terms. What are the technical differences/benefits/advantages of your innovation over existing competing products and services?**

***MAXIMUM 300 WORDS***

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iv. Development – Describe the key stages of development undertaken for your innovation (include concept, research and development and key technical milestones).

***MAXIMUM 300 WORDS***

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2.2 Commercial Potential

i. Market - Describe your market (size, value, geographic, demographic) and explain how you have taken your product/service to market, including any rapid route to market strategy.

***MAXIMUM 300 WORDS***

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**ii. Revenue – What is your revenue model (cost per unit, streams of revenue, distribution costs) and how do you plan to make/increase profit.**

***MAXIMUM 300 WORDS***

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iii. Market Growth – How have you increased your market share and how will you overcome any further market barriers to growth?

***MAXIMUM 300 WORDS***

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**iv. Protection - List the intellectual property (IP) relating to the innovation (for example registered design, copyright, Australian and/or international patent/s, trade secret, trade mark, licensing agreements or design application/registration numbers where available). Describe your IP protection strategy for the innovation.**

***MAXIMUM 300 WORDS***

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**2.3 Capability and Capacity**

**i. Identify the key resources and people (internal and external) relevant to the development and commercialisation of your innovation and describe their experience and expertise.**

* **Please consider all critical business requirements (eg technical, commercialisation, business management, fund raising, etc.). You may also want to consider current weaknesses and future resources that you require and your access to them.**
* **If you are undertaking a collaborative project, please describe the activities to be undertaken by each project partner.**

***MAXIMUM 600 WORDS***

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**2.4 Level of Impact/Change**

**i. How would winning the 2015 WA Innovator of the Year impact on the success of your innovation?**

***MAXIMUM 250 WORDS***

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**ii. How would the program funds be utilised to advance commercialisation of the innovation?**

***MAXIMUM 250 WORDS***

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**iii. Describe the economic, social or environmental benefits your innovation will generate for Western Australia. This may include benefits for industry and end-users or the potential to leverage additional investment into Western Australia.**

***MAXIMUM 250 WORDS***

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| **Attachments** |

**Please tick the box(es) to indicate which attachments accompany this application form.**

□ Up to two pictures or diagrams of your innovation (of no more than two pages)

□ Other (refer to question 2.2 iv)

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| **Privacy and Confidentiality Statement** |

The Department of Commerce collects the information sought in this application so that it can check the applicant’s suitability for funding under the WA IOTY program. The Department will treat all information as confidential.

However, the Department operates within a public accountability framework and applicants are informed that the department is subject to the *Freedom of Information Act 1992* which provides a general right of access to records held by Western Australian State and Local Government agencies.

Applicants should be aware that information pertaining to the receipt of State Government financial support may be tabled in the Western Australian Parliament.

This information could include names of recipients, the amounts of financial support, the name of the project/activity and, possibly, a brief description thereof. This could result in requests for more detail to be released publicly.

Applicants should be aware that some information about their innovation will be made public if they progress to the second round of judging. In order to promote and acknowledge the success of Western Australian innovators, the Department will hold an awards ceremony and may include information about the finalists in brochures, media releases and on the Department’s website.

Applicants should consider IP protection and confidential information before submitting an application.

Further information on the operation of the *Freedom of Information Act 1992* can be obtained from the department’s website.

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| **Applicant Declaration** |

Please respond to each of the following questions relating to the financial operations of your business by selecting (X) in the appropriate box.

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| Has your business or any of its senior office bearers (directors, partners, presidents, executive directors, project managers) been involved with a business failure (liquidation, voluntary administration or receivership)? | *Yes □* | *No □* |
| Has your business or its senior office bearers been declared bankrupt in the last 7 years? | *Yes □* | *No □* |
| Has your business or its senior office bearers been involved in a government investigation? | *Yes □* | *No □* |
| Has any previous contract with your business been terminated for cause? | *Yes □* | *No □* |
| Has there been any past, current, pending or finalised litigation against your business or its senior office bearers during the last three years? | *Yes □* | *No □* |
| Has there been any collection by a debt collection agency on behalf of creditors for your business, or of its senior office bearers? | *Yes □* | *No □* |
| Will the cost of undertaking the agreed activities adversely affect your business, or its senior office bearers’ ability to meet other financial obligations? | *Yes □* | *No □* |

**If you answered yes to any of the above questions, additional information, including copies of audited financial statements, may be requested of the applicant.**

I declare that I am authorised to complete, sign and submit this application on behalf of the applicant. I declare that I have read and understood the conditions within the *2015 WA IOTY Applicant Information* of the 2015 WA IOTY program.

I understand that I may be requested to provide further clarification or documentation to verify the information supplied in this application and that the Department of Commerce may, during the application process, consult with other agencies about the claims in the application and may also enlist external technical or financial advisers to advise on information provided in the application.

I declare that the information contained in this application together with any statement attached is, to the best of my knowledge and belief, true, accurate and complete in all material particulars. I also understand that the provision of false or misleading information or the making of a false or misleading statement in this application is a serious offence and may result in this application being deemed ineligible. I understand that the applicant has and will, while undertaking the activities specified in this application, maintain records that substantiate the applicant’s undertaking of the activities.

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| First name(s): | Last name: | |
| Job title: | | |
| Signature: | | Date: |

**NOTE: Please ensure you sign the Application Form prior to submitting. If your application is not signed, it will be deemed ineligible.**

**END OF APPLICATION FORM**