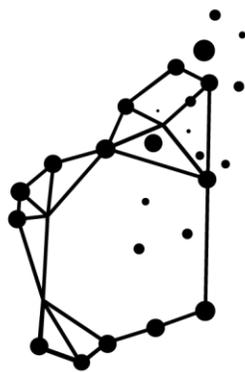




Department of
**Jobs, Tourism, Science
and Innovation**



Western Australia's

Innovators of the Year 2024

2024

Western Australia's Innovators of the Year, Guidelines for Applicants

Showcasing innovative and entrepreneurial individuals, businesses and creative minds since 2006.

INTRODUCTION

PURPOSE OF THIS GUIDE

The Western Australia's Innovators of the Year (WAIOTY) Guidelines for Applicants (Guidelines) are to be used as a reference guide when applying for the program.

Applicants should read these Guidelines before completing their WAIOTY Application.

OVERVIEW OF THE WA INNOVATOR OF THE YEAR PROGRAM

The major aim of the WAIOTY program is to acknowledge and reward exceptional innovators in Western Australia who have developed an outstanding innovative product, technology, or service, which is at the emerging innovation or growth phase of development. The innovation must demonstrate an economic, social, and/or environmental benefit to Western Australia.

Applications funded under WAIOTY program will target market problems and create opportunities of importance to Western Australia. It is intended that any financial support awarded through the program will assist successful applicants to take their product, technology or service from its emerging innovation or growth phase of development to commercialisation or scale up.

Objectives

In accordance with the New Industries Fund, the objectives of WAIOTY program are to:

- celebrate, promote and acknowledge the success of Western Australian innovators;
- encourage co-support from industry for promotional activities;
- activate and strengthen industry-government research collaborations;
- engage communities throughout Western Australian regions in innovation; and
- promote job creation and economic diversification in Western Australia.

Program Categories

The WAIOTY program comprises of two categories:

- Rio Tinto Emerging Innovation Category (pre-revenue) is for applicants who have *not yet* generated revenue from their innovation.
- Rio Tinto Growth Category (post-revenue) is open to applicants that *have* generated revenue from their innovation.

PROGRAM CATEGORIES

All applicants must apply for either the Rio Tinto Emerging Innovation Category or the Rio Tinto Growth Category.

Rio Tinto Emerging Innovation Category Winner - \$60,000 (GST exempt)

Awarded to a WA applicant who has developed an outstanding innovative product, technology, process or service that is pre-revenue. The applicant must also clearly demonstrate an economic, social and/or environmental benefit to Western Australia. The winner will also receive the benefits of a PhD student, through the support of Perth Biodesign, OR a place on a Centre for Entrepreneurial Research and Innovation bootcamp.

Rio Tinto Growth Category Winner - \$60,000 (GST exempt)

Awarded to a WA applicant who has developed an outstanding innovative product, technology, process, or service that is post-revenue. The applicant must also clearly demonstrate an economic, social and/or environmental benefit to Western Australia. The winner will also receive the benefits of a PhD student, through the support of Perth Biodesign, OR a place on a Centre for Entrepreneurial Research and Innovation bootcamp.

Rio Tinto Emerging Innovation Category Runner-up - \$15,000 (GST exempt)

Awarded to a WA applicant who has developed an outstanding innovative product, technology, process or service that is post-revenue, and is placed second in this category. The applicant must also clearly demonstrate an economic, social and/or environmental benefit to Western Australia.

Rio Tinto Growth Category Runner-up - \$15,000 (GST exempt)

Awarded to a WA applicant who has developed an outstanding innovative product, technology, process or service that is post-revenue, and is placed second in this category. The applicant must also clearly demonstrate an economic, social or environmental benefit to Western Australia.

*In addition to either the Rio Tinto Growth or Emerging category, applicants may also only enter **ONE** of the following Platinum Awards categories:*

Woodside Energy Platinum Award for Energy Innovation Winner - \$30,000 (GST exempt)

Awarded to a WA applicant who has developed an innovation that inspires and informs the future direction of oil, gas, and new energy production in WA, for export and for domestic WA customers, with new technology and new business models.

To be considered for this award you need to indicate via a tick box on the online application form under the Platinum Sponsor Awards tab.

Business News Great for the State Platinum Award Winner - Advertising, subscription and sponsorship pack to the value of \$10,000 and \$20,000 (GST exempt)

Awarded to a WA applicant that has a compelling story to tell and best promotes WA as an 'innovative state'. How did the innovation come about? What is the founders' story? What problem does the

innovation solve, and how, and why would this be of interest to a general business/news audience? Could the story be told in an engaging way on a podcast for example?

To be considered for this award you need to indicate via a tick box on the online application form under the Platinum Sponsor Awards tab.

Wesfarmers Wellbeing Platinum Award Winner - \$30,000 (GST exempt)

Awarded to a WA applicant who has developed an outstanding innovative product, technology, process or service that advances social or medical wellbeing in the community.

To be considered for this award you need to indicate via a tick box on the online application form under the Platinum Sponsor Awards tab.

Note: All award winners will be announced at the WAIOTY Awards Ceremony, which will take place in October 2024.

LEVELS OF FUNDING SUPPORT

The WAIOTY program raises awareness of innovation as a driver of economic and technological change in Western Australia. It presents an opportunity for winners to maximise the commercialisation of their innovations by building links between industry and research, and in doing so generate employment and expand the income and export potential of the State.

Celebration of the winners presents the State Government with the opportunity to showcase Western Australia's innovation at its best and inspire others to do likewise.

Please note, that nothing in the application process, the selection process or any associated documentation shall give rise to any:

- (a) legal relations or process contract between the Minister or the State on the one hand and the applicant on the other; or
- (b) rights at law or in equity (howsoever arising) on the part of any applicant; or
- (c) legitimate expectations on the part of the applicant.

In addition to the cash prizes awarded to the winners as outlined above, finalists in all award categories receive a structured 'Accelerator Program' with the following benefits:

- a full day workshop run by a qualified and experienced industry facilitator to provide finalists with the skills and techniques required for a compelling and professional pitch presentation;
- a workshop on social media and digital strategy;
- a seminar on board models for entrepreneurs;
- a one-hour appointment on protecting your IP rights;
- a webinar on grant writing;
- and others, to be confirmed.

To qualify from the accelerator program (with a certificate), participants need to attend at least 75% of the entire course on offer.

In addition, all finalists receive:

- a professionally edited two-minute video of their innovation which is shown at the Awards Ceremony and is gifted to the finalist following the conclusion of the program for marketing and promotion of their business and innovation; and
- professional photographs of the company and their innovation.

ELIGIBILITY CRITERIA

APPLICANT ELIGIBILITY

To be considered eligible for any of the awards, and to be included in the evaluation process, an application must be received through the online WAIOTY Awards platform by the closing date and time and must meet the following criteria:

- The applicant must:
 - ✓ have a business address and be developing their innovation in Western Australia at the time of submission;
 - ✓ continue to be based in Western Australia during the next three years;
 - ✓ be an industry organisation, private sector firm, public sector agency, university, research institute, partnership, other organisation or a sole trader based in Western Australia;
 - ✓ have an ABN or ACN;
 - ✓ have developed their product or service from original concept, can clearly define the market need or problem it solves and have some form of IP protection and/or rapid route to market;
 - ✓ be the legal or authorised owner of the innovation;
 - ✓ not have previously been a recipient of an award under the WAIOTY program for the same innovation; and
 - ✓ commit to attending as many Accelerator Workshops in August and September as possible.

To be eligible in the **Emerging Innovation Category**, the applicant must:

- ✓ *not yet* have generated revenue from the innovation set out in this application (at the time of application submission).

To be eligible in the **Growth Category**, the applicant must:

- ✓ *have* generated revenue from the innovation set out in this application (at the time of application submission).

Applicants can only enter one application per innovation in one of the Emerging or Growth categories (i.e. an application for the same innovation cannot be lodged for both categories).

EVALUATION CRITERIA

Eligible applicants will be evaluated against the following criteria:

- **Description of the Innovation:** The applicant demonstrates how the innovation is novel, unique and innovative, and provides a competitive solution to a market need in Western Australia;
- **Commercial Potential:** The innovation has commercial potential, and the applicant has a suitable business plan and marketing strategy;
- **Capability and Capacity:** The applicant demonstrates they have the necessary business experience, resources, and expertise (e.g., technical, managerial), either internally or externally, to advance the innovation; and
- **Level of Impact/Change:** The impact that the State Government funds will have on:
 - advancing the innovation;
 - generating job creation and economic diversification benefits for Western Australia; and
 - delivering tangible benefits for industry and end-users. This may include the potential to leverage additional investment into Western Australia.

APPLICATION PROCESS

WAIOTY application is a two-stage competitive process.

Application is via WAIOTY grant platform. Applications will be called for by public advertisement from **Wednesday 24th April 2024**.

The online application form must be received through the online WAIOTY Awards platform by the closing date and time and must meet the following criteria: addressing the evaluation criteria must be completed and submitted by **11:00am AWST on Friday 31st May 2024**.

Although you are unable to add pictures or diagrams to the online application form, you are permitted to attach up to two images or diagrams (to a maximum of two single-sided pages each) to support your application as a separate attachment to the email. All descriptions pertaining to the pictures or diagrams must be included within the allowed text on the online application form.

Applications lodged after the due date and time will not be accepted in any circumstances. Please ensure that you allow adequate time to submit your application as the Department takes no responsibility for late submission of applications.

It is highly recommended that you submit your application early as the system will allow you to continue working/editing the application up until the deadline.

Applicants are to submit only the completed application form and permitted supporting documents. Do not submit any other supporting documentation as it will not be used in the evaluation of the application.

All applicants will be notified via email as to the outcome of their application.

Stage 1 – Written Applications

Following the submission of applications, evaluation panels for each category will evaluate eligible applications against the criteria and develop a shortlist of applications per category.

The leading applications will be announced (as “Finalists”) in August 2024. The Department of Jobs, Tourism, Science and Innovation will notify all applicants by email (sent to the address provided on the Application Form).

Successful finalists are publicly announced by the Minister for Innovation and the Digital Economy. As part of this and other media, the Department may disclose selected high-level details to the public, such as business suburb and postcode. In applying to the program, you agree to this promotion.

Stage 2 – Presentation to the evaluation panel

The finalists will be notified of their allocated presentation time and must ensure that they arrive on time as they will not be permitted extra time due to lateness or unpreparedness. Finalists will be required to give a strictly timed 15 minute presentation to the second evaluation panel. The presentation will be followed by a 10 minute question and answer session.

During this presentation, finalists will be required to elaborate on their innovation, its stage of development, its potential and the resources required for further development and commercialisation. Emphasis should be placed on presenting a realistic and engaging summary of the innovation and business opportunity.

If appropriate, finalists are permitted to bring a prototype of the innovation or visual aids to demonstrate the innovation to the evaluation panel. Following the presentations, the evaluation panel will reach consensus on the winners and runners-up of the two categories:

- Rio Tinto Emerging Innovation Category Runner-up
- Rio Tinto Growth Category Runner-up
- Rio Tinto Emerging Innovation Category Winner, aka WA Innovator of the Year (Emerging)
- Rio Tinto Growth Category Winner, aka WA Innovator of the Year (Growth)

FINALIST’S ACCELERATOR PROGRAM SESSIONS

The Accelerator Program will be administered through the Department of Jobs, Tourism, Science and Innovation. All sessions will be held in August and September and are strongly recommended for finalists. They will be held at a variety of locations, suitable for the delivery of the session.

Note: Seminars, dates and venues will be confirmed to the finalists in August. For regional finalists that cannot attend these sessions in Perth, alternative arrangements will be made.

While attending these sessions is obligatory, they do not form part of the assessment for the Awards program itself. Finalists gain access to them at no cost, so may consider this as part reward for making it to the finalist stage.

Applicants that attend at least 75% of the program will be provided with a Certificate of Completion.

PROFESSIONAL PHOTOGRAPHY AND VIDEO PRODUCTION

Finalists are required to be available for professional photography with their innovation, which will be used for promotion of the program and will take place during August and September.

Finalists will also receive a professionally edited video of their innovation which will be produced during August and September. Filming takes approximately three hours and times will be confirmed with each finalist.

The finished short videos will be shown at the Awards Ceremony and gifted to the finalists following the completion of the program. They will also be used to promote the WA's IOTY program by the Department on their promotional platforms. Finalists will be able to use the video for the promotion and marketing of their innovation.

Note: For regional finalists' alternative arrangements can be made.

DECISION MAKING PROCESS

The Department of Jobs, Tourism, Science and Innovation will establish independent evaluation panels (one for each the Emerging Innovation and Growth categories, and a second panel for the finalist presentations) who will evaluate and make recommendations on applications. Each Platinum Award will have its own separate judging panel for each award. To assist in the evaluation of applications, the Department of Jobs, Tourism, Science and Innovation may seek advice from individuals with expertise in the area/s under consideration.

Evaluation of applications will be determined by the application's alignment with:

- the objectives contained in the application form;
- State Government priorities for industry and innovation; and
- WAIOTY program evaluation criteria.

The applications may also be subject to due diligence, technical, financial, and economic appraisals.

The Department of Jobs, Tourism, Science and Innovation's decision is final and no further correspondence will be entered into.

The evaluation panel reserves the right to request additional evidence to support claims against the evaluation criteria to assist them in making their recommendation.

The deliberations of the evaluation panel and all related information and material will be kept strictly confidential, subject to the requirements of the *Freedom of Information Act 1992*.

All program-related information and material provided remains the property of the Department of Jobs, Tourism, Science and Innovation.

CONDITIONS OF ENTRY AND OBLIGATIONS FOR FUNDING UNDER THE GUIDELINES

The WAIOTY program prize winners will be required to submit a detailed plan for departmental approval for the expenditure of their prize funds to support the progress of their innovation, within three months of winning the award.

Prize money is to be used, in an appropriate and JTSI-approved fashion, to advance the innovation for which you won an award.

Funding cannot be spent on general business/operational/business planning activities that are usual requirements of a business. This includes, but is not limited to, training courses, payment of existing salaries, hardware or software purchases, planning, marketing or website development.

The State Government requires that winners and finalists will, from time to time, assist in publicly promoting innovation as important contributors to Western Australia's economic, social and environmental wellbeing. For this reason, winners and finalists will be required to:

- participate in post programs and activities;
- provide post-event information pertaining to how program monies have been utilised; and
- provide information against performance measures (including financial information) as provided to the participant by the Department of Jobs, Tourism, Science and Innovation.

A detailed expenditure plan is also required one year after the prize funds have been awarded.

PROGRAM EVALUATION

In accordance with the strategic direction of the New Industries Fund to diversify the economy and create new Western Australian jobs, the WAIOTY program seeks to evaluate outcomes in terms of project progress, achievements and impacts it may make.

As a participant in the WAIOTY program, you agree to provide the Department of Jobs, Tourism, Science and Innovation with information, regarding your WAIOTY project, on a periodic basis, and will comply with its reasonable requests for this information. This information may be used for reporting and accountability purposes and may also be used to inform policy development, investment decisions and design and delivery of future initiatives.

AVAILABILITY OF FUNDING

The provision of financial support under this Scheme is at the absolute discretion of the State Government and is subject to the availability of funds.

FREEDOM OF INFORMATION ACT 1992

Applicants are informed that the Department of Jobs, Tourism, Science and Innovation 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 final stage of judging. In order to promote and acknowledge the success of Western Australian innovators, the Department of Jobs, Tourism, Science and Innovation will hold an official ceremony and may include information about the finalists in brochures, media releases, social media and on the New Industries Fund, and the Department of Jobs, Tourism, Science and Innovation'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 of Jobs, Tourism, Science and Innovation's website.

CONFLICT OF INTEREST

Applicants and evaluation panel members are required to disclose any information that might be relevant to an actual or potential conflict of interest. This will exclude them from judging that application and providing input into the judging process.

TAX INFORMATION FOR APPLICANTS

In some instances, the Australian Taxation Office views prize money as assessable income. In the event that you are a recipient, we advise you to discuss any potential taxation implications with your financial advisor, or the Australian Taxation Office (13 28 61).

APPENDIX A - GLOSSARY OF TERMS

Definitions

capability means measure of the ability of the applicant to achieve the objectives as stated in the application.

capacity means measure of the resources available to the applicant, such as the number of people and their qualifications/skills/experience, to achieve the objectives as stated in the application.

collaboration means a cooperative arrangement in which the applicant works jointly with another party towards the common objectives as specified in the application. The parties may or may not have had any previous relationship.

end-user means a person or organisation that uses a product, as opposed to the person or organisation that authorises or procures the funding in the application.

innovation means improvements in technology, products, services, or business operations that lead to a distinct competitive advantage or productivity gain.

revenue refers to income generated from the innovation being submitted. It does not include other revenue received by the organisation.