

MALTA INNOVATION AWARDS 2015

GUIDANCE NOTES



Ministry for the Economy, Investment
and Small Business

The Ministry for the Economy, Investment and Small Business is organising the Malta Innovation Awards 2015. The scope of these guidelines is to provide assistance to Applicants¹ when applying to be considered for the Malta Innovation Awards 2015.

The Malta Innovation Awards 2015

Through these Awards, Government is encouraging the development of innovative ideas and products which have potential and that are both unique and sustainable.

1. Awards

The Malta Innovation Awards 2015 will be awarded as follows:

A. Award for Creative Innovation

The cultural and creative industries are significant to innovation because they are primarily based on innovative ideas which produce a multitude of new products and services. Creative individuals and enterprises are the heart of cultural and creative industries. Through talent, skill, entrepreneurship and intellectual property, they can generate new jobs and companies and can also help mature industries re-tool for the future.

The Award for Creative Innovation rewards **individuals** or **companies / enterprises** operating in the cultural and creative industries, which have an **excellent combination of creativity, innovation and entrepreneurship**. The contribution can be a new product, innovation of an existing process or a new way of working.

For the purposes of the Malta Innovation Awards, submissions in this category shall relate to artistic or audio visual works or a combination thereof.

Artistic works means paintings, drawings, etchings, lithographs, engravings and works of sculpture.

Audio visual works means any work that consists of a series of related images which impart the impression of motion, with or without accompanying sounds which can be made visible and when accompanied by sound, can be made audible.

B. Award for Scientific Innovation

Scientific Innovation refers to innovation which owes its origin to science based research findings generated by **science students, academics** and **professionals**. The innovation could be a new product, a significant improvement of an existing product, a new use of an existing product or a new process.

¹ Whenever used in this guidance notes, the term “applicant” shall be referring equally to either an individual, or a group of individuals / team, or a company, or a group of companies, or a partnership or a joint venture.

C. Award for Technological Innovation

Technological Innovation requires the development of new and innovative, or step-change improvements, with respect to problem solving of real commercial or societal challenges. The outcome should be an innovative technological process or an existing solution that is improved radically for application in a novel situation.

D. Award for the Emerging Innovator

The Awards also include an **Award for the Emerging Innovator**. This Award is intended to encourage projects that are not created by experienced scientific or professional persons or existing companies, but which nonetheless are still promising and innovative. **Eligible projects for this category must be the work of an individual who is a newcomer to the field i.e. he/she has been operating in the field for 5 years or less. Projects resulting from a group of individuals will also be deemed eligible provided that all the members of the group are newcomers to the field i.e. they have been operating in the field for 5 years or less. Existing registered companies are not eligible for this Award.**

Projects submitted under this category must be either a creative innovation, a scientific innovation or a technological innovation developed by emerging innovators. Applications for consideration under category D should clearly indicate in the application form that the application is to be considered under the Emerging Innovator category and should also clearly state how long the individual or each member of the group of individuals have been operating in the field.

2. Project Selection Criteria

The selection stage is based on the amount of points gained by the project on the basis of the criteria below.

2A - For the Award for Creative Innovation, the following set of criteria shall apply for project evaluation purposes:

- i. Sector-specific knowledge (15 points)**
Knowledge, skill and talent contributing to the artistic or creative product or process.
- ii. Technology (10 points)**
Creation of new technology; use of, interaction with or adaptability of technology in the development of the artistic or creative product or process.
- iii. Cooperation (10 points)**
The level of networking and cooperation with other creative individuals, organisations or other industries.
- iv. Research (15 points)**
Artistic or creative experimentation and research methods used to explore the idea or develop the product or process.

v. Design principles (15 points)

The conceptual and aesthetic principles adopted to develop the artistic or creative idea and/or the efficiency and performance of the artistic or creative product.

vi. Impact (15 points)

The impact of the artistic or creative product or process on the sector, industry or society.

vii. Development Plan (20 points)

Each submission **has to be accompanied by a Development Plan** explaining how the project can be further developed. **The Plan should go into detail on how the applicant is taking the current project a step forward.** Depending on the current stage of the project, the development plan can vary from developing the project idea into a tangible one, commercialising the product or internationalising the product. If the project has already been developed further than just an idea, the applicant is also required to provide information and evidence as to the stage of development that the project has reached.

Information on potential or already formed collaborations with other partners and end customers should also be included.

The Development Plan should also include realistic time frames, and approximate costs.

2B – Criteria for the Award for Scientific Innovation; and

2C – Criteria for the Award for Technological Innovation

The following Set of Criteria shall apply for project evaluation purposes for the above two (2) categories:

i. Innovation (25 points)

Applicants must indicate if the project submitted is a new concept **OR** a variation/improvement of an existing product or process. In the case of scientific innovation the research based findings must be well defined. In the case of technological innovation the technological process must be clearly explained.

ii. Impact (15 points)

- The impact of the product or process on the sector, industry or society.

iii. Applicability (15 points)

- The cost-effectiveness of the application of the innovation;
- Whether this is an innovation that can be applied to other areas;
- Whether this Innovation is specific to one region or country, or whether it could be applied

internationally.

iv. Inventive step (15 points)

- whether this project constitutes an inventive step with regard to the prior art in the field;
- whether this project constitutes an inventive step in the sense that it is not obvious to the skilled person in the field.

v. Other Considerations (10 points)

- Whether the development of the innovation led to better internal processes (i.e. teambuilding, problem solving);
- Whether the development approach can be applied to similar problems/opportunities.

vi. Development Plan (20 points)

Each submission has **to be accompanied by a Development Plan** explaining how the project can be further developed. The **Plan should go into detail on how the applicant is taking the current project a step forward**. Depending on the current stage of the project, the development plan can vary from developing the project idea into a tangible one, commercialising the product or internationalising the product. If the project has already been developed further than just an idea, the applicant is also required to provide information and evidence as to the stage of development that the project has reached.

Information on potential or already formed collaborations with other partners and end customers should also be included. The Development Plan should also include realistic time frames, and approximate costs.

2D – Selection Criteria of the Emerging Innovator Category

The selection criteria for this award will be applicable as in 2A, 2B and 2C according to the category for which the emerging innovation has applied.

3. The Application Process

All applications must be made on the respective project application form which can be downloaded from the Commerce Department website <http://www.commerce.gov.mt> by following the link on the 'Malta Innovation Awards 2015'.

All applications must be completed in full, signed (in blue ink), and dated by the Applicant. Applicants are to submit **seven bound copies** (1 original and 6 copies) and a **soft copy (on CD in Word and PDF format)** of the Application Form. All copies must include all supporting documentation attached to the original Application Form.

Applications are to be received **only by hand** at **Room 109**, Commerce Department, Lascaris, Valletta by not later than **30 November 2015 at noon (12:00)**. Applications received after this deadline **WILL NOT BE CONSIDERED**. Applicants are encouraged not to leave it to the last day to submit their application.

4. Eligibility Requirements

- i An Application must be completed for every entry.
- ii The work being submitted must be an original piece of work attested by a Declaration of Originality as requested on the application form.
- iii The work being submitted must have been developed within the last two years.
- iv Applications must be signed by an authorised signatory (ie. an official recognised representative in case of a group of individuals, company or partnership or joint venture), or the individual himself / herself (in case of an application being submitted only by one person). Applications bearing no signature or that of an un-authorised signatory may be rejected at evaluation stage.
- v. Applicants can apply for only one award with the same project. An applicant may submit only one project application for consideration.
- vi. Applications submitted under the 'Emerging Innovator' Award need be accompanied by a copy of the ID. Card belonging to the authorised signatory.
- vii. All Applicants must be Maltese nationals, or a group of Maltese individuals or enterprises that have their principal place of business in Malta.

Persons not eligible to participate

- i. Winners of the 2013 and 2014 editions of the Malta Innovation Awards; excluding 2nd prize winners.
- ii. Employees of the Commerce Department
- iii. Family members* of employees of the Industrial Property Registration Directorate within the Commerce Department
- iv. Members of the Selection Board and their family members*.
- v. Persons or group of persons or entities who received public or EU funds in connection with the project being submitted under any one of the categories for this awards

*For the purpose of these awards, *family members* shall mean parents, siblings, children and spouses including those in a civil union.

Prize Money

There shall be eight prizes in total:

- A **first** and a **second** prize in each of the following Awards (a total of six winners) - the **Award for Creative Innovation**; the **Award for Scientific Innovation**; and the **Award for Technological Innovation**. Under each Award the winner shall receive **€8,000** while the **second placed shall receive €4,000**.
- There shall be two prizes under the 'Emerging Innovator' Award, of **€2,000 each**. One of the prizes shall be awarded to an individual (or individuals in case of an application submitted as a team) **in the 18 to 30 age bracket**. The other prize also for €2,000 shall be awarded to an individual (or individuals in case of an application submitted as a team) **over the age of 31 (thirty-one included)²**

WIPO Recognition

Eligible projects will also be considered for recognition by the World Intellectual Property Organization and any selected projects will receive an award from this Organisation.

In order for a project to be eligible for this award, **sufficient information must be provided as to intellectual property rights, such as patents, designs, trademarks**, that have been obtained or are in the process of being obtained in relation to the project that has been submitted.

Project Presentation

Shortlisted applicants may be requested to explain their project to the Evaluation Committee through a fifteen minute presentation.

Additional Notes

1. The Board reserves the right to refrain from awarding the awards if the required level is not achieved;
2. Applicants are encouraged to include detailed diagrams/drawings/photographs which will demonstrate clearly the creative/scientific/ technological contribution of the project as well as its uniqueness;
3. The information submitted must also clearly highlight the implementation stages undertaken for the results achieved or which are expected to be achieved;

² In case of a team application, such an application shall be considered to fall within the age classification pertaining to the eldest person within that team. By way of example, a team composed of 2 persons aged 26 and 35, would be considered to pertain to the 'over the age of 31' category.

4. In the eventuality that the applicant has filed or been granted intellectual property rights (IP) such as a trademark, patent or design in relation to the project being submitted, then evidence of the IP rights, such as registration certificates and search results, is to be submitted with the application;
5. Applications are to be delivered **By Hand**, to the Commerce Department, at the address below (see note 6). They must be type-written, signed and dated using the application form provided. Applications submitted by e-mail or post shall not be considered as a valid entry for participation in the awards;
6. The pass mark is 50 (fifty) points, out of a total of 100 (hundred) points;
7. The decision of the Board is final;
8. Any queries are to be sent by email at ipoffice@gov.mt indicating clearly the subject/matter/reference of the call for participation;
9. An acknowledgement will be given to all applicants upon registration at **Room 109**, Commerce Department, Lascaris, Valletta;
10. The closing date for submissions is **30 November 2015 at noon (12:00)**. **Applications received after this deadline will be refused.**