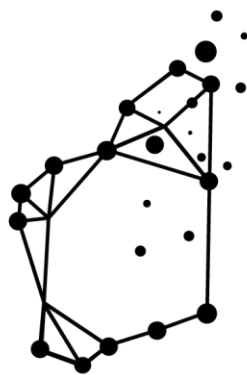




Department of  
**Jobs, Tourism, Science  
and Innovation**



Western Australia's

# **Innovators of the Year 2024**

**2024**

**WA Government Innovators of the  
Year Award Guidelines for Applicants**

## 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 award.

Applicants should read these Guidelines before completing their Expression of Interest.

## OVERVIEW OF THE WA INNOVATORS OF THE YEAR PROGRAM

The main aims of the WAIOTY program is to acknowledge and reward exceptional innovators in Western Australia who have developed an outstanding innovative product, technology, or service. The innovation must demonstrate an economic, social, and/or environmental benefit to Western Australia.

In 2024, a new WA Government Innovators of the Year Award has been introduced to acknowledge public servants who are innovating, creating novel IP and adding value to public service delivery.

The objectives of the WA Government Innovators of the Year Award are to:

- Identify and celebrate state government employees who have created IP within government. This will be aligned to the new Western Australian Government Intellectual Property Policy 2023;
- Encourage innovation within the public sector to improve efficiencies for Western Australia.

## APPLICANT ELIGIBILITY

To be considered eligible for this award, and to be included in the evaluation process, an Application should be completed online via [JotForm](#) and must meet the following criteria:

- must be an employee of the Western Australian Government at the time of submission;
- entrants may be individuals or up to a team of 5;
- entrants should have developed their product or service from original concept, can clearly define the market need or problem it solves;
- entrants should demonstrate the impact (and potential), and if it involves IP, how this will be protected in accordance with the Western Australian Government Intellectual Property Policy 2023;
- be the legitimate originator/s of the innovation;

## 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 solution to a public need in Western Australia (10 marks);
- **Explanation of why the innovation was developed:** The applicant describes the need for the innovation including research carried out and justification (10 marks);
- **Capability and capacity:** The applicant(s) demonstrates how they have the necessary

experience, resources and expertise (e.g., technical, managerial), either internally or externally, to advance the innovation (10 marks); and

- **Level of impact/change:** The impact that the State Government innovation will have on:
  - generating job creation and economic diversification benefits for Western Australia; and
  - delivering tangible economic, social and/or environmental benefits for the Western Australian community and State. (20 marks)

Each application will receive a total mark out of a total of 50.

## APPLICATION PROCESS

Expressions of Interest will be sought from 30<sup>th</sup> May 2024 and will close at 11am on 31<sup>st</sup> July 2024.

The online application must be submitted by the closing date and must meet the criteria outlined.

Although applicants are unable to add pictures or diagrams to the online application form, they are permitted to attach up to two images or diagrams (to a maximum of two single-sided pages each) to support the application as a separate attachment(s).

**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.**

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.

## DECISION MAKING PROCESS

The Department of Jobs, Tourism, Science and Innovation will establish an independent evaluation panel.

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

- the award evaluation criteria contained in the application;
- State Government priorities for industry and innovation.

The application may also be subject to due diligence, technical, financial, and economic appraisals, carried out by the Department of JTSI.

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*.

The WAIOTY program prize winner/s will receive a place(s) on the Australian Innovation Management Institute (AIMI): Certified Innovation Catalyst Program, which must take place within 6 months of announcing the winner/s for up to 5 team members.

The State Government requires that winners and finalists will, from time to time, assist in publicly

promoting innovation as important component of Western Australia's economic, social and environmental wellbeing.

The winner/s will be announced at the WAIOTY Awards, which will be held on Monday 28<sup>th</sup> October at The Westin.

## **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.

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.