**Proposal Submission Form**

ALL INFORMATION PROVIDED WILL BE HELD IN THE STRICTEST CONFIDENCE

**Required to be completed in this form:**

PART A Applicant(s) Information

PART B Proposed Solution

PART C Ability to Execute

PART D Potential Challenges and Proposed Solutions

PART E Intellectual Property Rights

PART F Others

PART G Declaration

**Instructions:**

1. This is the proposal submission form for the Sustainability Open Innovation Challenge (SOIC) 2020. The information provided will enable the challenge sponsors to assess your proposed submission. Please ensure your submission is as clear and comprehensive as possible and all fields are completed. Incomplete proposals will not be assessed.
2. A separate sheet may be used if the space provided is insufficient. Please indicate accordingly where information is not yet available or not applicable.
3. You may want to consider attaching more information such as the CV of the management team, business plan and other supporting information to substantiate your proposal.

**PART A - APPLICANT(S) INFORMATION**

**Name of Challenge Sponsor:**

**Challenge Statement Applied for:**

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| --- | --- |
| **Company Name** |  |
| **Contact Person** |  |
| **Email Address** |  |
| **Contact Number** |  |
| **Team Members** |  |
| **Business Address** |  |
| **Corporate Website** |  |
| **Country Incorporated** |  |
| **Company UEN** (Singapore companies only) |  |
| **Employment Size** |  |
| **Sales Turnover** |  |
| **Percentage of Local Shareholding**  (Singapore companies only) |  |

Company Profile:

For companies that are forming consortiums or working with Institutions of Higher Learning/Research Institutes, please highlight and provide details of the main proposed entity, as well as each partner in the consortium. Please also indicate the lead member of the consortium. The lead member of the consortium shall be the single point of contact for the applicant for all matters relating to the SOIC2020.

Please include details such as the country of incorporation, core business, customers, etc. **For Singapore companies, please furnish a copy of your Business Profile from ACRA, for overseas companies, please provide proof of company registration.**

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**PART B - PROPOSED SOLUTION**

Please provide the requested information, adding new rows/sheets if necessary.

**B1 Detailed Project Proposal**

Please elaborate on the proposal according to the following outline:

1. Title of Proposal:

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2. Executive Summary (in not more than 500 words)

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3. Description of the Proposed Design/Solution

* Describe the solution and include drawings/illustrations with appropriate labels to ensure that the concepts are clearly explained. Include details on the technological concepts and theory of operations (“how it works”). Clearly illustrate how it addresses the challenge statement and details of its POC/MVP, if available.
* Describe in detail the overall technical architecture, and include detailed design block diagrams and flowcharts, as well as key modules and components for hardware and firmware/software.
* Describe the key innovations of the proposal and the developments to solve the challenges or to significantly improve on current solutions. Highlight the novelty of the proposed approach and its potential as a gamechanger for the industry.
* Provide details of existing approaches/competitors in the same/similar market space. Compare briefly the proposed technology/concept with that of the competitors’.
* Highlight the international competitiveness of the solution and its contribution in terms of technology, capability development, economic and other benefits to Singapore.

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4. Project Management

* Provide an overview of the proposed project management structure and plans to increase the chances of achieving the project’s goals. Clearly indicate the project milestones and deliverables.

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**PART C - ABILITY TO EXECUTE**

Please provide the requested information, adding new rows/sheets if necessary.

**C1 Expertise and Experience**

Please elaborate on the following:

Provide details of your organisation's expertise and experience including the track record and details of current and/or successful implementation of identical or similar technologies. Please indicate the year in which the project was done, the name of the client, brief project description, the organisation's role in the project, as well as the contract value. A summary of the relevant technical as well as business experience and qualifications must be included for the key team members, including individual researchers, who will work on the project. If key staff will be hired, describe the qualifications needed.

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| **Name** | **Experience & Qualification** | **Role in this Project** |
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**C2 Commercialisation Plan**

Please elaborate on the following:

Detail your commercialisation plan in the event of successful completion of the project. As an example, the team can identify current and future market size, trends and growth potential, as well as target market segment. This must include the business model, marketing and sales strategies, and elaborate on aspects such as manufacturability and scalability.

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**PART D – CHALLENGES**

Please highlight all potential challenges you can foresee and provide proposed solutions to address these challenges.

**D1 Other challenges and proposed mitigating actions to be taken**

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**PART E - INTELLECTUAL PROPERTY (IP) RIGHTS**

Please provide the requested information, adding new rows/sheets if necessary.

**E1 Background IP**

Applicants shall submit declarations and details such as Background IPs that are required for technology acquisition, payment of licensing fees, and purchase of copyrights/trademarks/patents and explain how they are relevant and required for the proposal.

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**E2 Foreground IP development (if any)**

Applicants shall describe the expected foreground IP to be developed (if any). Indicate N.A if not applicable to this project.

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**PART F - OTHERS**

Please feel free to include other information that you deem relevant to the proposal:

**F1 Other information relevant to the proposal**

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**PART G - DECLARATION**

Please provide the requested information, adding new rows/sheets if necessary. A scanned, duly signed and endorsed Declaration Form should be submitted.

**G1 Declaration of Funding Support**

Are you currently receiving any funding support (e.g. Government grant or private funding source)?

Yes No

If Yes, please fill in the following details for all funding support

1. Country of funding support:
2. Supporting organisation:
3. Does this funding support provide assistance for the development of the prototype/product that you intend to submit for SOIC2020: Yes No

Applicants shall provide the details for all funding support currently held or being applied using the format given below. Indicate N.A. if there are no grants held currently or being applied.

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| --- | --- | --- | --- | --- | --- | --- |
| Grant Title & ID | Funding Agency | Status | Amount (S$ ’000) | Years of Support | Expiry Date | Role Played (i.e. PI or Collaborator) |
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**G2 Declaration Form**

In submitting this proposal, I declare, as the authorised signatory of the applicant, that the contents stated in this proposal and the accompanying information are true. If any part of this proposal and the accompanying information is found to be false, Enterprise Singapore reserves the right to reject the proposal and/or where funds have been granted to the Applicant, to demand that the funds so granted to the Applicant be refunded to Enterprise Singapore.

Proposers and its company/organisation(s)/partner(s) that is/are part of the Consortium (if applicable) are required to declare that they are free from any litigation pertaining to the project in Singapore or overseas.

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| Name: |  |
| Designation: |  |
| Date: |  |
| Signature: |  |

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Organisation Stamp