**PRODUCTIVITY AND INNOVATION VOUCHER PROGRAM 2015-2016**

**TIERS 1 & 2 APPLICATION**

The Productivity and Innovation Voucher Program is intended to help small and medium-sized businesses become more productive and innovative while building stronger linkages between businesses and Nova Scotia universities and colleges.

The productivity and innovation voucher is a credit note. Vouchers are valid until March 31, 2016.

* **Tier 1:** Vouchers of up to $15,000 for eligible businesses that have not previously been awarded a voucher, or are applying with a new project.
* **Tier 2:** Vouchers of up to $25,000 for eligible businesses to build on work done through a previously awarded Tier 1 voucher.

Eligibility

* New for 2015-2016! Past Tier 1 voucher recipients are eligible to apply for a second Tier 1 voucher. The second Tier 1 voucher application must be for a different project than the previously awarded Tier 1 voucher.
* The applicant is a registered Nova Scotia business. Businesses operating in Nova Scotia must register with the Nova Scotia Registry of Joint Stock Companies (RJSC). [Details are available from Service Nova Scotia](http://www.novascotia.ca/snsmr/access/business/registry-joint-stock-companies.asp). Successful applicants will be issued vouchers using the same name as the one used in their RJSC registration.
* The majority of the company’s workforce currently resides in Nova Scotia.
* The company has fewer than 100 employees at the time of application.
* A company may have only one active voucher at a time.
* The vouchers are non-transferable or assignable, and shall be void if reproduced, transferred or assigned.
* Vouchers can only be used to obtain services from [eligible service providers](https://innovacorp.ca/acceleration-initiatives/productivity-and-innovation-voucher-program/eligible-providers-services). Companies are asked to select a provider and service that best fits their needs. It is recommended that applicants contact an eligible service provider to discuss their proposed project prior to submitting an application.

Evaluation

The project must clearly demonstrate the potential to contribute to the development of a new value-added product, service or process that will help a business become more innovative and productive.

Voucher applications will be reviewed by Innovacorp, with input from service providers, to evaluate the following criteria:

**Productivity and Innovation:** Contribution to improved productivity and/or contribution to the development of a new value-added product, service or process.

**Service Provider Fit:** Potential of the service provider to provide the proposed services identified in the application.  
**Business Impact:** Potential for commercialization or commercial application. There is market demand and/or a customer pain that is being addressed.

To Apply

Email completed applications to [pivoucher@innovacorp.ca](mailto:pivoucher@innovacorp.ca) by July 3, 2015, at 5:00 pm AST.

All applicants will be notified about the results on or before August 7, 2015.

For more information, contact us by email at [pivoucher@innovacorp.ca](mailto:pivoucher@innovacorp.ca) or call Amanda Tarr at 902.424.8670 ext. 1601 or 1.800.565.7051 (Toll Free in Atlantic Canada).

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| **Section 1: Applicant Information** | |
| 1. Is this a Tier 1 or Tier 2 application? |  |
| 1. Has the company previously been awarded a Productivity and Innovation Voucher? If yes, indicate the tier(s) and year(s) awarded. |  |
| 1. Contact Name |  |
| 1. Company’s Legal Name |  |
| 1. Business Registration Number |  |
| 1. Business Address (full postal address, including county) |  |
| 1. Email |  |
| 1. Company Website |  |
| 1. What is your business sector? |  |
| 1. How long has the company been in business? |  |
| 1. Please provide a 50-word overview of your business: | |
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| **Section 2: Government and Other Assistance** | | |
| 1. Has the company previously engaged with any of the eligible service providers? (Refer to the [list of eligible service providers](https://innovacorp.ca/acceleration-initiatives/productivity-and-innovation-voucher-program/eligible-providers-services).) If yes, identify the service provider. |  | |
| 1. Has the company previously applied for and/or received assistance for this project from the following government entities/programs? (Yes or No) | Applied | Received |
| ACOA (Business Development Program) |  |  |
| Innovacorp |  |  |
| Nova Scotia Business Inc. |  |  |
| NRC–IRAP (Industrial Research Assistance Program) |  |  |
| NSERC (Natural Sciences and Engineering Research Council of Canada) |  |  |
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| **Section 3: Project Description** | | |
| 1. **Tier 2 applicants and Tier 1 applicants who were previously awarded a voucher:** Provide a brief overview of the outcome and current status of your initial voucher program project. | | |
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| 1. **All applicants:** Provide a brief overview of the issue/need/opportunity facing your business and the role you see the Productivity and Innovation Voucher program playing in assisting you in developing a new value-added product, service or process. For Tier 2 applicants, if the project is not directly associated with the initial voucher-supported project, include any linkages between this activity and the initial voucher program project. | | |
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| 1. **All applicants:** What are the expected outcomes of this project? What does success look like? | | |
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| 1. **All applicants:** Describe the potential commercial impact or commercial application of the new value-added product, service or process. What is the path to commercialization? Is there market demand for the product or service? How will the new process impact your business? | | |
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| 1. **All applicants:** Provide an estimated project cost. | | |
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| 1. **All applicants:** Have you contacted an eligible service provider for this application? If yes, please identify the service provider. (Refer to the [list of eligible service providers](https://innovacorp.ca/acceleration-initiatives/productivity-and-innovation-voucher-program/eligible-providers-services).) | | |
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| 1. **Tier 2 applicants only:** Is the service provider the same provider engaged for your initial voucher program work? If not, please indicate the previous service provider. | | |
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| 1. **All applicants:** Specify the service(s) you plan to access from the service provider.   Eligible Services   * applied research * industrial/process engineering services * scientific/technology-related advice and support * proof-of-concept development, field testing, product evaluation and certification * prototyping * product design * specialized advice and support (operational and technical) necessary to help move a new, innovative product or service to market | | |
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| **Section 4: Authorization** |
| I confirm that the company currently has fewer than 100 employees and the majority of the company’s employees currently reside in Nova Scotia.  I agree to allow Innovacorp to share any information contained in this form or information collected under the program with an eligible service provider. I also authorize Innovacorp to make any inquiries of persons, companies or government agencies/departments, to collect and/or share information required to reach a decision on this application, to administer and monitor the implementation of the project, and to evaluate the results of the project and this program after project completion.  Should the company be successful, the company hereby gives Innovacorp permission to release the name of the company in any form and through any media for purposes of promoting this program. |
| Signature of Authorized Officer: |
| Date: |