

INNOVATORS GUIDANCE FOR APPLICATION

The purpose of this Guidance is to help you understand how the Innovation Gateway works, and how you can get the most from it. Reading this Guidance should help you to understand:

1. If your idea is suitable for the Innovation Gateway.
2. The process for submitting, assessment and pilot of your innovation.
3. What opportunities lie ahead, once you've submitted.
4. What to expect from the Gateway Partners and the Gateway Team, at each step of the process.

Should you have any further questions about your involvement in the Innovation Gateway, please feel free to get in touch with the Innovation Gateway Team.

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Innovation Gateway Process Overview



1. Innovators submit their applications.
2. Partners review and shortlist valid applications.
3. Shortlisted innovators present to interested Partners.
4. Negotiations and pilot phase take place.

YOUR APPLICATION

Any information submitted by applicants and relating to the idea/innovation will be kept confidential. Gateway Partners work under confidentiality agreements and innovators will retain full control of their intellectual property.

All submitted innovations should be relevant for use in the buildings of large organizations and should address at least one of the challenges put forward by the Gateway Partners.

The Innovation Gateway is looking for innovations at various stages of the development process; specifically we are interested in the following types of innovations:

Garage Tested

These can be conceptual, paper based or working prototypes. They are not fully established solutions in that they have not yet been tested in a controlled environment, have no clients using them and there is limited data relating to their efficiency gains and benefits

Market Ready

These are more developed products and services with established testing, benchmark and return on investment data, and possibly existing clients. Their effectiveness has been proven under

controlled conditions in a commercial property environment and they are ready to be deployed for testing.

Scalable

These have all the same criteria as market ready innovations but differ in that if they are successfully piloted with an Innovation Gateway partner there is capacity within the innovator organisation to deploy the solution at scale across multiple locations and, potentially, multiple partner estates.

The Innovation Gateway Team will automatically screen out or flag certain applications to partners:

Re-submissions

Re-submission of existing applications are only allowed where the capabilities of, or the evidence behind the innovation have progressed materially; alternatively, where the proposed application of the innovation is demonstrably more suitable

more than 4 years will be flagged to the Gateway Partners.

Mature Solutions

Solutions that have been in the market for

Large Companies

Any company which exceeds the European definition of a small business (>50 staff or >£10m turnover) will be clearly marked, for the Partners to make an informed decision based on the innovation quality.

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- For your application to be considered, you need to complete the short application form by the deadline, which we will publish at the launch of any Call for Innovation
 - When making an application you need to estimate the cost of piloting your innovation with a Gateway Partner; this estimation should take into account all costs, such as cost of the equipment, cost of any ongoing required maintenance, cost of installation, cost of any survey required, and any additional expenses.
 - It's important to make the estimation as comprehensive and clear as possible. You

should consider what the minimum viable Pilot is that will prove the performance and suitability of your innovation.

- If there is more than one innovation that you think is relevant to the Challenges identified by the Gateway Partners, you can submit multiple applications (one for each innovation).
 - The Gateway Partners will not acquire any intellectual property rights contained in your application, nor in relation to anything may you develop using any feedback or suggestions from any of them.
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PARTNERS REVIEW AND INITIAL SHORTLISTING

- Following submission, applications will be reviewed by the Innovation Gateway Partners.
- The initial screening of ideas will be carried out by Gateway Partners using the information in application, and will result in an initial shortlist of innovations.
- The process of reviewing all innovator applications can take up to 5 weeks.
- The Innovation Gateway Team will notify you about the results as soon as the

Gateway Partners have made their initial shortlist.

- If your application is shortlisted, you will have the opportunity to present your innovation directly to the Gateway Partners.
- If you are not shortlisted, this does not represent a dead end; in fact, the Innovation Gateway runs 2 to 3 Calls for Innovation each year. All Innovators who have registered with the Gateway are notified of any upcoming opportunity by email.

PRESENTING TO PARTNERS



1. Shortlisted innovators will be invited to present their innovation directly to the representatives of the Gateway Partners at the Innovation Gateway Pitch Event.
2. Although it is preferable that innovators attend the Pitch Event in person, those who are unable to will have the chance to pitch their ideas to the Gateway Partners through a web-based presentation, to be delivered on the same day.
3. The Pitch Event allows shortlisted innovators time to present their innovation

to decision makers for Innovation Gateway Partners.

4. Feedback will be supplied to those innovators who present their innovations to the Gateway Partners.
5. The date and location of the Pitch Event will be communicated to the shortlisted innovators 4 weeks in advance.
6. Subsequent to the Pitch Event, the Gateway Partners will identify a list of innovations / innovators which they wish to proceed with as Pilot Candidates

NEGOTIATION

- Subsequent to presentations, Gateway Partners and Pilot Candidates will enter negotiations to establish an agreement on commercial terms. The commercial agreement aims to agree pilot details, such as timeframe, cost, and expected results, more precisely.
 - Entering negotiations doesn't make you an Innovation Gateway Winner.
 - The cost and the duration of the Pilot, as well as any other relevant detail, will be agreed between the Pilot Candidates and the Gateway Partners. However, these should not significantly differ from what the applicant stated in their application forms.
 - Only when an agreement on commercial terms is arrived at, the Pilot Candidate will become an Innovation Gateway Winner.
 - Innovation Gateway Winners will have the opportunity to conduct a paid for pilot with an Innovation Gateway Partner.
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PILOTS

Following agreement between Innovation Gateway Winner and the Gateway Partner, the parties will conduct a pilot of the winning innovation within the estate of the Gateway Partner.

PILOT COMPLETION AND SUBSEQUENT ROLLOUT

- Upon pilot completion, performance data, as well as any other information the piloting partner(s) consider relevant, will be made available to other Gateway Partners and prospective Partners
 - This allows your innovation to receive full visibility to potential purchasers of your innovation, not just the one(s) supporting the pilot.
 - By agreeing to a Pilot, the Gateway Partners are not making procurement commitments to roll-out successful ideas across their estates.
 - Any such roll-out would be subject to the pilot results and subsequent commercial agreements between the innovator and Gateway Partners.
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PUBLICITY

By registering with the Innovation Gateway, you agree that you will not use the name "Innovation Gateway" or refer to any of the Gateway Partners' brand, intellectual property or proprietary trademarks in any website, literature or any other publicity material, without the prior written consent of the brand owner (which in the case of "Innovation Gateway" is 2degrees Limited).