



TECHNOLOGY AND BUSINESS INCUBATION Application Form

COMPANY INFORMATION

1. Name or proposed name of company

2. Is your company registered in accordance with the Eswatini Companies Act No. 8 of 2009?
 1) Yes 2) No

3. What products or services do you produce or plan to develop or produce?

4. Do you plan to develop and sell a product(s) without running a business (as an innovator only) or you aim to develop and grow a business as an entrepreneur?
 1) Innovation Only 2) Entrepreneurship and Innovation

5. Is your business or innovation at 1) Trading stage i.e. producing goods or services and selling or 2) Idea stage?

6. Which sector or industry is most relevant to your innovation or business?
 ICT Fintech & ICT Climate and environment related including waste management
 Agriculture & food Biotechnology, health, hygiene and personal care
 Indigenous knowledge or other sector (specify)

7. Which sustainable development goals are most relevant to your innovation or business? See SDGs below¹.

¹ [GOAL 1: No Poverty](#), [GOAL 2: Zero Hunger](#), [GOAL 3: Good Health and Well-being](#), [GOAL 4: Quality Education](#), [GOAL 5: Gender Equality](#), [GOAL 6: Clean Water and Sanitation](#), [GOAL 7: Affordable and Clean Energy](#), [GOAL 8: Decent Work and Economic Growth](#), [GOAL 9: Industry, Innovation and Infrastructure](#), [GOAL 10: Reduced Inequality](#), [GOAL 11: Sustainable Cities and Communities](#), [GOAL 12: Responsible Consumption and Production](#), [GOAL 13: Climate Action](#), [GOAL 14: Life Below Water](#), [GOAL 15: Life on Land](#), [GOAL 16: Peace and Justice Strong Institutions](#) and [GOAL 17: Partnerships to achieve the Goal](#)

8. SHAREHOLDERS & DIRECTORS

| | Full Name | Shareholder/ Director/ | Mobile Number | Gender (M/F) | 15-24 Years | 25-35 Years | 36 and Above | Nationa lity |
|---|-----------|---|------------------|-----------------|----------------|----------------|-----------------|-----------------|
| Names of Shareholders & Directors | | | | | | | | |
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| | | | | | | | | |
| All email addresses | | | | | | | | |
| Geographic region | | University or College (if applicants are students) | | | | | | |

9. STRENGTH OF KEY TEAM - CURRENT OR PROPOSED EMPLOYEES

| Full Name | Position | List of key duties or roles in the | Full-time or Part-time involvement in the innovation or business | Description of any relevant experience, period in the company and/or relevant education or training |
|--|----------|---------------------------------------|--|--|
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| Total number of employees including the key team listed above | | | | |

10. INNOVATION, INTELLECTUAL PROPERTY AND PROTOTYPE OR PROOF OF CONCEPT

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|---|--|
| i. What real and significant problem(s) does the product(s) or service(s) solve? Provide adequate information about (i) the nature of the problem (ii) size and/or effect (iii) consequences or effects of not solving the problem | |
| ii. Provide adequate description of the nature of the products or services and functions or uses (excluding confidential or intellectual property). | |
| iii. What evidence are you willing to provide to demonstrate how your idea or prototype or business works e.g. designs, link, images, videos, etc? Please indicate if you have attached such | |

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| information to this form. | |
| iv. Is your product(s) or service(s) an innovation or likely to be? If yes, explain the nature of innovation. <i>See Note 1 at the end of this form.</i> | |
| v. At what stage of the Product/Technology Readiness Level would you place your product(s) or services or business. <i>See Note 2 at the end of this form.</i> | |
| vi. What form of intellectual property will be generated from this solution or product(s) or service(s)? <i>See Note 3 at the end of this form.</i> | <input type="checkbox"/> 1. Patent <input type="checkbox"/> Trademark <input type="checkbox"/> 2. <input type="checkbox"/> 3. Copyright <input type="checkbox"/> 4. Trade Secrets |

11) MARKET ATTRACTIVENESS AND PRODUCT OPPORTUNITY (MARKET RESEARCH)

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|---|--|
| i. Describe characteristics of the consumers or businesses that will use (end-users) the solution or product(s) or service(s) and characteristics of those who will use and pay for it (customers). <i>Provide adequate information about the consumers or businesses or both, how many they are, where they are located, estimated average or range of income levels (turnover for business), corporates or SMEs (if they are businesses) or age group and gender (if they are consumers).</i> | |
| ii. Describe companies that produce or sell the same or related solution or product(s) or service(s) as a way of solving the same problem that you have identified. <i>What are their advantages compared to your product(s) or service(s)?</i> | |
| iii. What is likely to make your solution and business more favorable to customers and end-users? <i>What are the advantages of your product(s) or service(s) compared to those of your direct and indirect competitors?</i> | |
| iv. How many customers or end-users have participated in your research or tested or adopted the solution or product(s) or service(s) and over what time period? | |
| v. How many customers are paying for the solution or product(s) or service(s)? | |
| vi. What are the ethical and regulatory requirements that you need to fulfill in order to develop and trade your product(s) or service(s) or get it certified for the market? | |

12) COMMERCIALISATION AND FINANCIAL INFORMATION

| | |
|--|--|
| i. What is the selling price of your product(s) or service(s)? What method will your customers use to pay you? | |
| ii. How much sales income will you generate in Year 1, Year 2 and Year 3? | |

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|--|--|
| iii. What are the direct costs of making the product(s) or services (excluding operations)? How much will these costs be in Year 1, Year 2 and Year 3? | |
| iv. How much funds have you used in developing and selling your product(s) or service(s) to date? | |
| v. How much funds do you require in Year 1, Year 2 and Year 3 to achieve your goals? | |

G) UNDERSTANDING OF OBLIGATIONS APPLICANTS AND ADMITTED COMPANIES

| | |
|---|---|
| I/we certify that the information contained in this document is accurate and complete to the best of my knowledge. I/we understand that furnishing inaccurate or misleading information can result in denial of consideration for admission or dismissal from the Business Incubator. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| I am / we are willing to disclose financial, personnel, compliance, legal, strategic information and intellectual property that has been protected or needs to be protected to RSTP for the assessment of progress and compliance throughout the incubation period. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| I/we understand that admission into the incubator does not automatically attract funding from RSTP and its partners because the criteria for applying for admission into the incubator is different from the criteria for applying for funding. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| I/we understand that admission into the incubator will require me/us to register a company in terms of the Eswatini Companies Act No. 8 of 2009. <i>RSTP provides company registration services.</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Name of Person Submitting: ___ Initials or Signature: ___ Date: ___

Email the form to: applications@itbi.org.sz

Notes

1. What is innovation?

Innovation is: -

(a) Essentially about doing “something” different in one or more of four ways:

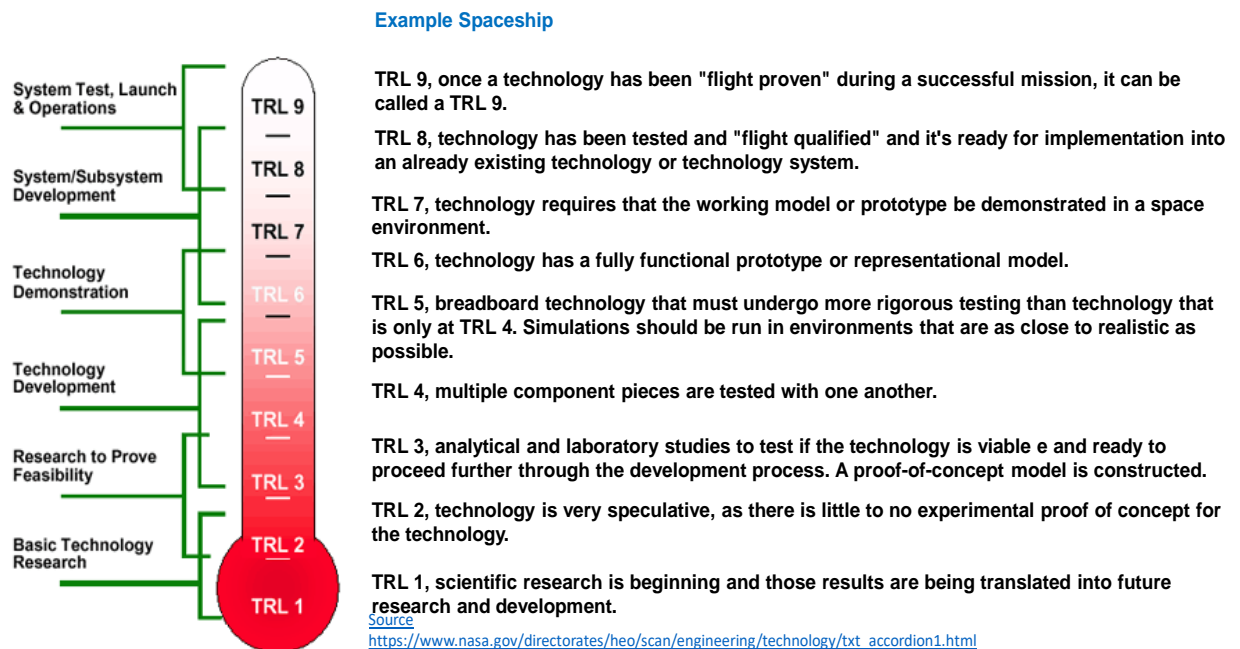
- Pioneering a new product or technique or significantly improving the quality of an existing one;
- Devising a new and viable business model;
- Creating a better or cheaper version of an existing product to satisfy an unserved market; and
- Devising a method that takes an existing product to new sets of customers.

(b) Generating revenue from customers who use that “something” and turning the customers into repeat customers.

2. What are technology or product readiness levels?

Technology Readiness Levels (also used as Product or Service Readiness Levels in our context) are a type of measurement system which originated from the National Aeronautics and Space Administration in the US used to assess the maturity level of a particular technology or product or service (see diagram below).

PRODUCT READINESS LEVELS: FROM IDEA TO CERTIFIED PRODUCT



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3. What is intellectual property (IP)?

According to the World Intellectual Property Organization, intellectual property can be one of the following: -

- A **patent** protects inventive ideas or processes i.e. things that are new, useful and nonobvious, for example, designs, processes and newly engineered plant species or strains.
- A **trademark** protects words, phrases, symbols, sounds, smells and color schemes.
- A **copyright** protects the manner in which ideas are expressed and this covers literary works (such as novels, poems and plays), films, music, artistic works (e.g., drawings, paintings, photographs and sculptures), architectural design even programming code for software.
- A **trade secret** is any confidential business information (technical² or commercial information³) which provides an enterprise a competitive edge and is unknown to others.

² Information concerning manufacturing processes, pharmaceutical test data, designs and drawings of computer programs.

³ Includes distribution methods, list of suppliers and clients, and advertising strategies.