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# INNOVATION AWARD

# APPLICATION FORM

2017

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# General Information

Welcome to the VIBES – Scottish Environment Business Awards 2017. The awards aim to emphasise that best environmental practice is not only good for business, the economy and competitiveness, but that it also benefits the surroundings in which we work, live and relax. VIBES rewards those who have addressed sustainable1 development issues in the work place and encourages others to follow their examples.

*1 “Development that meets the needs of the present without compromising the ability of future generations to meet their own needs” (Bruntland Report definition) i.e. takes consideration of social, economic and environmental issues.*

Innovation is about producing and using ideas. It can be a process, product or service improvement. It can also be the development of a new technology or using an existing technology in a novel way. Innovation is critical to the achievement of our sustainability ambitions and is the cornerstone of the success of any organisation. We want to hear about your innovations and the impact it is having on your customers, organisational efficiency and environmental impact. Successful innovators take ideas from across teams within their organisations as they strive for improvement.

The **Innovation Award** recognises businesses, partnerships and collaborations that deliver environmental and business benefits from innovation. This category highlights the ability of organisations to promote sustainable consumption, reduce environmental impacts and create new business opportunities.

The innovation could be:

* a new product design that uses sustainable materials or reuses existing materials;
* a change of a process that reduces energy usage or reuses materials, heat, energy, water;
* product re-use, repair and remanufacture;
* the introduction of an innovative business model;
* a service innovation with a positive environmental impact;
* an open innovation approach that connects supply chains and partnerships to reduce waste and/or use of raw materials.

Entrants’ product may have already been developed and in the marketplace, or may still be in the development stage.

# Entry Form

|  |  |
| --- | --- |
| Company Name |  |
| Candidate site\* |  |
| Number of sites\* |  |
| Number of employees at site\* |  |
| Is your company part of a larger group?\* |  |
| If yes, please provide the name of the larger group\* |  |
| Number of employees in group\* |  |
| Are you classed as a small to medium sized enterprise (SME)?\*\* |  |
| Have you applied for a VIBES award previously? |  |
| If ‘yes’, when and which award(s)? |  |
| Where did you hear about the VIBES – Scottish Environment Business Awards? |  |

\* This information must be completed for a successful application

\*\* SMEs are defined as having less than 250 employees.

|  |
| --- |
| Main Business Activities |
| Please describe briefly the main business activities taking place at the site.  This section should include details of your main business activity, the services or products you provide and your principal markets. This summary is limited to 100 words. |
|  |

|  |  |
| --- | --- |
| CONTACT INFORMATION | |
| Site Contact\* |  |
| Job Title\* |  |
| Telephone Number\* |  |
| Email Address\* |  |
| Website\* |  |
| Correspondence Address Including Postcode\* |  |

\* This information must be completed for a successful application

|  |
| --- |
| INNOVATION |
| Please explain   1. Describe your innovation highlighting whether it is a product, process, service or technology innovation. It can be a combination of these. 2. Who has been involved in developing the innovation 3. Describe and quantify the environmental, social and economic benefits of the innovation   This section is limited to 500 words. |
|  |

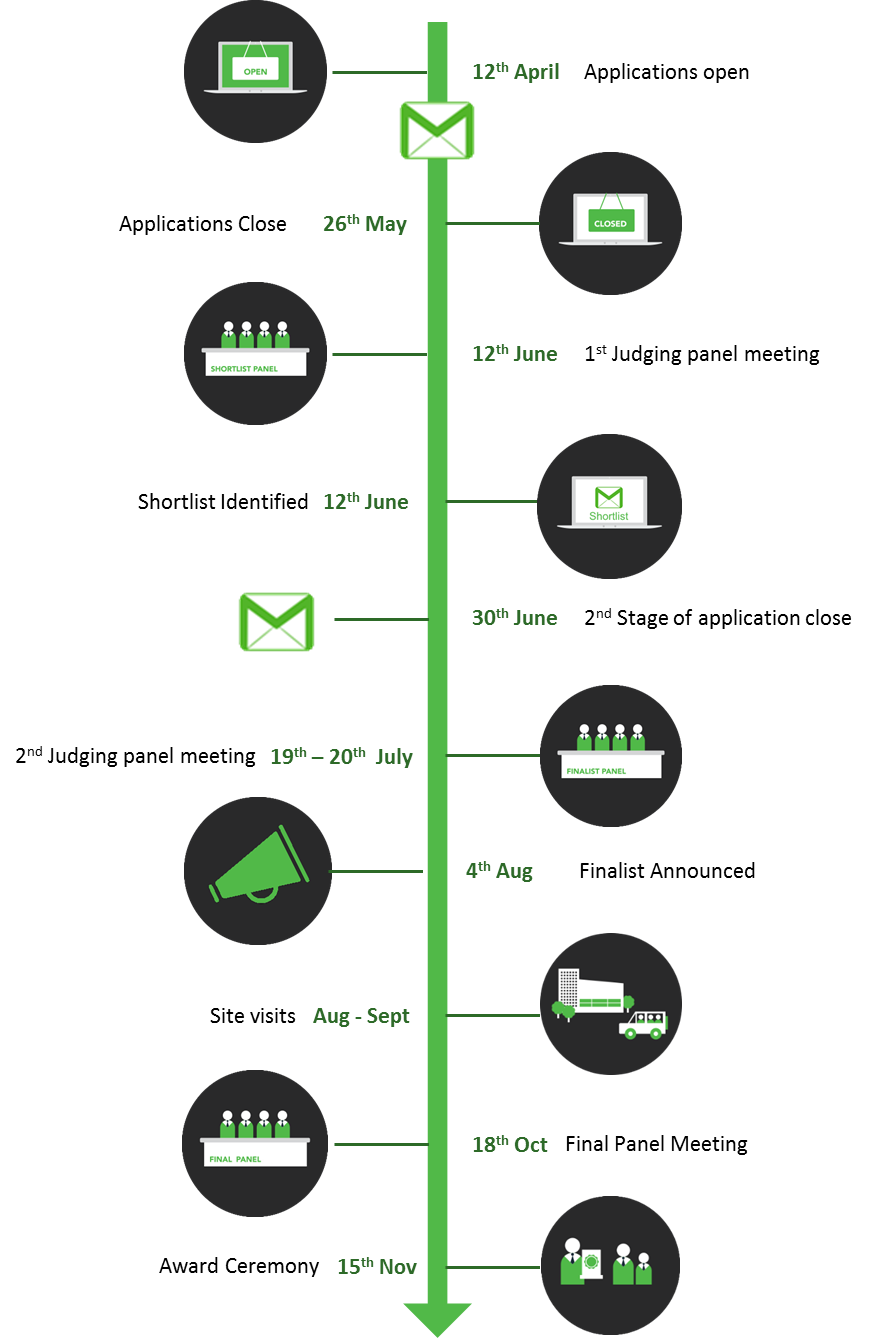
# Additional Award Categories

Do you want to apply for another award category? If so please tick the category/ categories you would like to apply for: Please provide any additional information that you think will support your application.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Management (Large or SME) |  | Transport |
|  | Circular Economy |  | Green Team |
|  | Environmental Product or Service |  | Hydro Nation |

|  |
| --- |
| Supporting Statement |
| Information to support additional award category/ categories  This section is limited to 250 words per category. |
|  |

# What next?



All the forms we receive will be assessed, and those which can demonstrate how the innovation has achieved environmental, social and economic benefits and have reached the appropriate standard will be shortlisted and invited to provide further information.

This information will then be reviewed and those businesses that can demonstrate the viability of the innovation will be placed on the list of finalists. If you are placed on the list of finalists you will then receive a judge’s site visit. This gives you the opportunity to provide more details of your achievements and allows the judges to more accurately assess your application.

If your company has previously applied for or won a VIBES award, it is important that you can demonstrate continuous or additional improvement from the time of your previous application.

Please note we are limiting the shortlist to a **maximum of 10** per category and the finalists to a **maximum of 5** per category for 2017.

# EBAE Awards

These awards act as a participating feeder scheme for the European Business Awards for the Environment (EBAE).

If you are successful with your VIBES entry we will provide you with further information on the EBAE. You can read more about the European awards by visiting their website at: http://ec.europa.eu/environment/awards/index.html.

|  |  |
| --- | --- |
| **AWARDS** | |
| **Are you happy for your application to be put forward as a potential UK entry for EBAE?** |  |

# Partners & Sponsors

Please note that by entering VIBES – Scottish Environment Business Awards you agree to share the information you provide with the partner organisations for judging purposes.

We may ask partner organisations for additional information. This information will only be used to help assess your suitability as a VIBES – Scottish Environment Business Awards winner.

If you’re successful with your entry, we will prepare a case study to highlight the areas of your business that particularly impressed the judges. Once you have approved the content of the case study, it will be used to promote good practice more widely.

The partner organisations are:

* Energy Saving Trust
* Highlands and Islands Enterprise
* Scottish Environment Protection Agency
* Scottish Enterprise
* Scottish Water
* Scottish Government
* Zero Waste Scotland
* 2020 Climate Group

The Awards are supported by:

* CBI Scotland
* Institute of Directors
* Bright Green Business
* FSB
* Quality Scotland

Partner organisations, sponsors and supporting organisations may contact you with further information that they consider may be appropriate. Please indicate if you do not want to receive this information.

|  |  |
| --- | --- |
| Please mark if you **do not** wish to receive information from partner organisations. | ☐ |
| Please mark if you **do not** wish to receive information from sponsor organisations. | ☐ |
| Please mark if you **do not** wish to receive information from supporting organisations. | ☐ |

|  |  |
| --- | --- |
| **Have you had contact with any of the VIBES – Scottish Environment Business Awards** **partners in the past?** |  |
| **If ‘yes’, please elaborate.** |  |

# Submission Details

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| --- |
| Forms can be downloaded as a Word document from www.vibes.org.uk, completed electronically and submitted via e-mail to vibes@sepa.org.uk.  **We encourage email entries**, although you may prefer to complete forms manually. Please endeavour to write as clearly as possible and send paper copies to the address at the back of the form.  To submit your completed application, save this word document using your company as the file name (if saving as PDF, please also provide a Word version). Then electronically submit this to us at the email address below. |
| Email Submission  [vibes@SEPA.org.uk](mailto:vibes@SEPA.org.uk) |
| **Further Assistance**  Help Desk 0300 0996699  vibes@sepa.org.uk  [www.vibes.org.uk](http://www.vibes.org.uk)  Scottish Environment Protection Agency  VIBES Awards  Burnbrae  Mossilee Road  Galashiels  TD1 1NF |

Good luck from the whole team!