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| This application form example is intended to give you visibility of what’s required for a Ārohia Evidence Grant application. It is important that you read our Guidance for the full details about the Ārohia Evidence Grant product. **When you are ready to apply, log into the online portal (Forge), copy and paste the information into the relevant sections – please do not submit or upload this form.** |

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| **GRANT OVERVIEW** |
| **Purpose of the Ārohia Evidence Grant**The Ārohia Evidence Grant aims to help you obtain the evidence to demonstrate the key attributes required to apply for the Ārohia Trailblazer Grant.The Ārohia Evidence Grant does not fund R&D activities. |
| **Acknowledgement** |
|  I have read and understood the Grant overview |

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| **APPLICATION DETAILS** |
| **Organisation summary****Organisation** | **Product** |
| [Read-only field – Pre-populated] | Ārohia Evidence Grant  |
| **Physical address** | **Postal address** |
| [Read-only field – Pre-populated] | [Read-only field – Pre-populated] |
| **NZBN** |  |
| [Read-only field – Pre-populated] |  |
| The contracting organisation (Applicant entity) is responsible for signing the funding agreement, invoicing for funding (as applicable to the grant product) and adhering to the obligations under the Funding Agreement. Ensure you have read and understand the terms and conditions before completing this application. Check that the contracting organisation listed above is correct, it can cause processing delays if applications are received under the wrong entity. Email fcmoperations@callaghaninnovation.govt.nz to advise of any changes. |
| **Application title****Provide a brief title** |  |
| [Enter text here] |
| Maximum of 128 characters Use a brief title to describe your R&D that is not commercially sensitive. If your application is approved,  application title, organisation name, funding type and value will become public information. |
| **Total project cost****GST excl. amount** |  |
| [Enter amount here] | **$ GST amount****[Pre-populated - Calc]** | **$ GST inclusive****[Pre-populated - Calc]** |
|  Enter your expected spend on eligible activities, as outlined in your Ārohia Evidence Grant Work plan & costing section. |
| **Proposed dates** |  |
| **Start date** |  | **End date** |
| [Enter date here] | [Enter date here] |
|  The proposed start and end dates will be confirmed at time of contracting should your application be successful. They may differ from the dates recorded here, depending upon the approval date. Costs incurred prior to the start date and after the end date will not be claimable. |
| **ANZSIC detail****Provide ANZSIC** |  |
| [Enter text here] |
|  ANZSIC is the Australian and New Zealand Standard Classification of Industries. These codes are published on the Stats NZ website. Select ‘Industry - ANZSIC06V1.0’ in the classification code finder. |

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| **KEY CONTACT** |

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| The contact person is the person in your business we can discuss the grant application with and who we will send all grant and contract related information to.  |

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|  You must have at least one contact person. |
| **First name** | **Last name** |
| [Enter text] | [Enter text] |
| **Email address** | **Organisation** |
| [Enter text] | [Enter text] |
| **Role in organisation** | **Phone number** |
| [Enter text] | [Enter text] |
| **Role in project** |
| [Contact person] |

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| **BANK ACCOUNT** |

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| **Provide your business’s bank account information in the table below. The bank account must be in the name of the applicant (same as the *contracting organisation*)** |

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| **Account name** |  |
| [Enter text] |
| **Bank** | **Branch** | **Account** | **Suffix** |
| [Enter text] | [Enter text] | [Enter text] | [Enter text] |
| **Email for remittance** |  |
| [Enter text] |

**Bank Account evidence**

Provide verification of the bank account information you have entered above, such as a screenshot from online banking. This must clearly show the bank account name and number.

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| [Upload bank account evidence] |

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| **FINANCIAL INFORMATION** |

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| Clipboard outline Even though the Ārohia Trailblazer Grant supports non-R&D activities, this is standard information we require from all grant applicants, so that we can understand the scale of R&D in your business and the impact our grant funding has on businesses. |

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|  Enter information for the last three financial years, including total R&D spend and staffing levels (NZ$ excl. GST) from your recent financial statements.This is standard information we require from all R&D grant applicants so that we can understand the scale of R&D in your business and the impact our grant funding has on businesses. If your business has been operating for less than three years, enter the information for each financial year since your business started operating.Do not delete or overwrite any prior year data. Please ADD a new line for each relevant year as required.

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| **Financial Year End** | **Total revenue:** | **Earnings before Interest and Taxation (EBIT):** | **Net profit before taxation:** | **Exports revenue:** | **Total R&D spend:** | **Total staff (FTE):** | **R&D staff (FTE):** |
| Enter date here | Enter value | Enter value | Enter value | Enter value | Enter value | Enter value | Enter value |
| Enter date here | Enter value | Enter value | Enter value | Enter value | Enter value | Enter value | Enter value |
| Enter date here | Enter value | Enter value | Enter value | Enter value | Enter value | Enter value | Enter value |

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| **The table above requires three years of information to be entered, if you are unable to provide all of this information, provide comment below:** |
| [Enter text here] |

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| **ENTITY BACKGROUND AND ELIGIBILITY** |

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| **Provide a brief overview of your business, including its size, how long it has been in operation, your core products, services and markets.** |

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| [Enter text here] |
| If you are a new business, tell us about your recent business activity. Maximum of 150 words |

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| **Confirm that your business is an eligible business entity:** A Company incorporated and registered in New Zealand under the Companies Act 1993 that is not controlled \* by the government or one or more government agencies A Limited Partnership registered under the Limited Partnerships Act 2008 that is not controlled\* by the government or one or more government agencies A Māori Incorporation or a Trust established under Te Ture Whenua Māori Act 1993 or a similar organisation managing Māori assets under multiple ownership.. A Company incorporated in another country but registered to do business in New Zealand (registered under the Overseas Register – ASIC or NON-ASIC) |
|  To be eligible for an Ārohia Evidence Grant, you must be one of the above, select one box from the list above. \*control means 50% or more shares or voting interests in another entity, or control of appointments to an entity’s controlling board. |
| **Confirm that you are not an entity that is:**Ineligible entities include:* Local authorities, Government departments or agencies
* State Owned Enterprises and Public Finance Act 1989 Schedule 4A companies
* Local, national and regional promotional bodies
* Crown entities
* Crown Research Institute (CRI)
* Tertiary Education Organisation (TEO) including foreign-owned TEOs
* Entities controlled by any of the above
* Sole traders
* Charitable Trust
* Partnership
* Unincorporated Joint Ventures
* Unincorporated charities
* Incorporated societies
* Trusts (other than a Māori Trust as expressly stated under eligible criteria)

**We confirm that we are NOT an ineligible entity type** |

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| **GENERAL ELIGIBILITY**  |

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| **Acknowledgement** |

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| Confirm that you understand the purpose of the Ārohia Evidence Grant is to enable evidence to be obtained which will support a future application for the Ārohia Trailblazer Grant. |
| Confirm that you understand the intent of the Ārohia Trailblazer Grant is to support non-R&D activities involved in taking to market an innovation that has potential benefits for Aotearoa New Zealand’s innovation ecosystem. This grant does not support R&D activities. |
| Confirm that you understand the Ārohia Evidence Grant operates on a 50/50 co-funding basis, and if your application is successful:* Callaghan Innovation will contribute 50% toward the cost of eligible activities up to a maximum of $25,000
* You must secure the balance of the cost of the eligible activities, by the date on which your Funding Agreement is signed
 |
| You’re aware that the Ārohia Trailblazer Grant can provide funding on a 30/70 co funding basis up to $4 million on a co-funded basis, as follows:* we can contribute 30% of up to $13.3 million of eligible costs, on the basis you will fund the other 70%
* based on the $13.3 million limit, the maximum we can contribute is $4 million
* you may choose to fund any costs over the $13.3 million limit yourself, but we can’t co-fund any amount above this limit
* you can have up to 6 months to obtain your 70% share of the co-funded amount, from the date we sign a Funding Agreement with you (provided you have a strategy in placeto do this when you sign the agreement)
* your share of the co-funding doesn’t all need to be cash in the bank - it can include contractual agreements to provide payments over the period of the innovation project
* you understand that your portion of the co-funding cannot be from another government source/entity
* once a grant has been approved, we can’t increase the amount of funding we can provide
* the minimum grant funding is $100,000, therefore, $333,334 total costs must be incurred to be eligible

. |
|  Confirm that you understand:* you can’t receive support from the Ārohia Evidence Grant for expenditure that is supported by other government initiative/s, and
* if this application is subject to audit in the future, you may be asked to provide evidence that no expenditure was supported by more than one government initiative
 |
|  You declare that the business applying for this grant is:* a legal entity capable of entering into a contract with Callaghan Innovation, and adhering to all obligations as set out in the Funding Agreement
* solvent and can pay its debts as they fall due
 |
|  You declare that the product or service in your application is:* not yet for sale, or available to customers (not yet-market) and you confirm you are aware that once your innovation is in market you are no longer eligible for funding.

 You can find our full definition of “not yet in-market” on the [Ārohia Resource Hub](https://www.callaghaninnovation.govt.nz/products/fund/arohia-trailblazer-grant/arohia-trailblazer-grant-resource-hub/) |
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| **ADDITIONAL INFORMATION**  |

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| **Are you aware of any issues (past, current or potential) relating to your business, its owners and directors (or equivalent), or your products and services that could bring the reputation of the Government, Callaghan Innovation or its R&D Grants Programme into disrepute?** Yes No |
|   This should include any actual or pending legal action against your business, major shareholders, or directors. Callaghan Innovation must be satisfied that providing an R&D grant to the business would not bring the reputation of Callaghan Innovation, the Government, or the R&D grants programme into disrepute. If you undertake actions, or we become aware during the course of the grant of actions which we deem likely to bring Callaghan Innovation, the Grants Programme or the Government into disrepute, we may choose to withdraw our support for your project.**If yes, outline the issues:**Please keep it brief, bullet points preferred. Your Funding Engagement Specialist will discuss these issues with you. |

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| [Enter text here] |

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| **Does your research involve using indigenous flora and fauna?** Yes No |
|   As a Crown Agency we are committed to upholding the Treaty of Waitangi partnership. It is recommended that engagement is made with Māori to discuss any commercialisation or other issues, related with using indigenous flora and fauna.**If yes, tell us about your engagement with local Iwi:** |

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| [Enter text here] |
|   Maximum 250 words, bullet points preferred. |

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| **NOVELTY** |
| Clipboard outline If your product or service is truly new and unique, world-leading and groundbreaking, we would call it Novel. You may already have evidence to demonstrate your innovation’s novelty, or you may be looking for support from the grant to collect evidence of novelty. You can find our full definition of Novelty on the [Ārohia Resource Hub](https://www.callaghaninnovation.govt.nz/products/fund/arohia-trailblazer-grant/arohia-trailblazer-grant-resource-hub/#PercentageBlock_1260). Refer to the [Ārohia Trailblazer Grant Assessment Framework](https://www.callaghaninnovation.govt.nz/assets/documents/Arohia-Trailblazer-Grant/Arohia-Trailblazer-Grant-Assessment-Framework-2024.pdf) to understand how your application and future Ārohia Trailblazer Grant application will be assessed. |
| **Tell us how your solution is novel** |

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| [Enter text here] |
|   Remember, novelty in the context of the Ārohia Trailblazer Grant is a product, process, service or business model (or a combination of these) that is completely new, or a significant enhancement or scaling up of what currently exists:* in the world, or
* within a sector/industry globally, or
* in Aotearoa New Zealand, or
* within a sector/industry in Aotearoa New Zealand.

If you’ve sought advice/undertaken research regarding freedom to operate or intellectual property, please reference this in your answer, to help demonstrate the novelty of your innovation.Maximum of 300 words, bullet points preferred. |

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| **Do you require evidence to demonstrate your innovation’s novelty?** Yes No**If yes, tell us about the activities you plan to conduct in order to get this evidence** |
| [Enter text here] |
|  Note this information is also required within your workplan. Maximum 250 words, bullet points preferred.**Supporting document**Feel free to provide information to support your answer (such as diagrams, graphics or images). Do not paste diagrams and images into text boxes. |
| [Upload document here] |

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| **POTENTIAL BENEFITS FOR INNOVATION ECOSYSTEM** |
| Clipboard outline If your innovation helps other innovators in Aotearoa to create new and unique products or services, we’d say that you’re benefiting the innovation ecosystem. You may already have evidence to demonstrate how your innovation is benefiting the innovation ecosystem, or you may be looking for support from the grant to collect evidence of benefits to the innovation ecosystem.  You can find our full definition of Innovation Ecosystem Benefits on the [Ārohia Resource Hub](https://www.callaghaninnovation.govt.nz/products/fund/arohia-trailblazer-grant/arohia-trailblazer-grant-resource-hub/#PercentageBlock_1260). Refer to the [Ārohia Trailblazer Grant Assessment Framework](https://www.callaghaninnovation.govt.nz/assets/documents/Arohia-Trailblazer-Grant/Arohia-Trailblazer-Grant-Assessment-Framework-2024.pdf) to understand how your application and future Ārohia Trailblazer Grant application will be assessed. |
| **Potential Benefits** |

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|   From the list below, select the benefit types that you believe your innovation will be able to deliver, and that you expect to have evidence of to support your future Ārohia Trailblazer Grant application.Benefit types:* Introduction of new in-country capability (physical or digital)
* Attraction of highly sought after expertise to Aotearoa New Zealand
* Exchange of knowledge
* Creation of a more networked ecosystem
* Sets an example and enables innovation by innovators under-represented in the current ecosystem (e.g. regional; sector; ethnic; gender)
* Wildcard benefit (any other benefits to the innovation ecosystem)

For each benefit type identified you are required to:* Provide an explanation of how your innovation meets the benefit type selected - what is the new capability, expertise, knowledge, ecosystem, or example that will be created, attracted, shared, or presented by bringing your innovation to market?
* Explain how the launch of your innovation will actively facilitate opportunities for further innovation by others within Aotearoa NZ - how will your innovation help other innovators develop new ideas of their own, or to seize opportunities that wouldn’t exist without your innovation having entered the market?
* Tell us specifically who the expected innovator(s) are that will be directly impacted by these opportunities (they may be groups, organisations or individuals)
 |

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| **For each benefit the following fields will appear, and a table will be created.****Benefit Type** |
| [Select from dropdown list, as listed above] |
| **How will your innovation meet the benefit type selected?** |
| [Enter text here] |
| **How will the launch of your innovation facilitate further innovation by others?** |
| [Enter text here] |
| **Who are the expected innovators that will be directly impacted?** |
| [Enter text here] |
| **Do you require evidence to demonstrate this benefit?** Yes No**If yes, tell us about the activities you plan to conduct in order to get this evidence** |
| [Enter text here] |
|  Note this information is also required within your workplan. Maximum 250 words, bullet points preferred.**Supporting document**Feel free to provide information to support your answer (such as diagrams, graphics or images). Do not paste diagrams and images into text boxes. |
| [Upload document here] |

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| **MARKET IMPACT** |
| Clipboard outline Market impact refers to the impact your innovation will have in the marketplace, in terms of desirability/appeal to target customers, the size of the market created and anticipated market share over time. You may already have evidence to demonstrate your innovation’s potential market impact, or you may be looking for support from the grant to collect evidence of potential market impact.  You can find our full definition of Market impact on the [Ārohia Resource Hub](https://www.callaghaninnovation.govt.nz/products/fund/arohia-trailblazer-grant/arohia-trailblazer-grant-resource-hub/#PercentageBlock_1260). Refer to the [Ārohia Trailblazer Grant Assessment Framework](https://www.callaghaninnovation.govt.nz/assets/documents/Arohia-Trailblazer-Grant/Arohia-Trailblazer-Grant-Assessment-Framework-2024.pdf) to understand how your application and future Ārohia Trailblazer Grant application will be assessed. |
| **What is the specific problem or unmet need that your innovation will solve?** |

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| [Enter text here] |
|   As part of your answer:* Tell us who has the problem/need
* Explain why this is an important and pressing problem/need to solve
* Tell us how large is the market that has this problem

 Maximum of 300 words, bullet points preferred. |

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| **How does it solve the unmet need of the target customer?** |

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| [Enter text here] |
|   Maximum of 300 words, bullet points preferred. |

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| **Tell us how your solution will differ from, and be better than anything competitors already offer, or anything your intended customers already user, to address their problem/need** |

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| --- |
| [Enter text here] |
|   We would also like to know how you think your competitors might react to your offering, and how you would respond to this. Maximum of 300 words, bullet points preferred. |

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| **Do you require evidence to demonstrate the market impact of your innovation?** Yes No**If yes, tell us about the activities you plan to conduct in order to get this evidence** |
| [Enter text here] |
|  Note this information is also required within your workplan. Maximum 250 words, bullet points preferred.**Supporting document**Feel free to provide information to support your answer (such as diagrams, graphics or images). Do not paste diagrams and images into text boxes. |
| [Upload document here] |

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| **COMMERCIAL FEASIBILITY** |
| Clipboard outline Commercial feasibility refers to the critical factors involved in getting your innovation to market and operating it successfully. You may already have evidence to demonstrate your innovation’s commercial feasibility, or you may be looking for support from the grant to collect evidence of commercial feasibility.   You can find our full definition of Commercial feasibility on the [Ārohia Resource Hub](https://www.callaghaninnovation.govt.nz/products/fund/arohia-trailblazer-grant/arohia-trailblazer-grant-resource-hub/#PercentageBlock_1260). Refer to the [Ārohia Trailblazer Grant Assessment Framework](https://www.callaghaninnovation.govt.nz/assets/documents/Arohia-Trailblazer-Grant/Arohia-Trailblazer-Grant-Assessment-Framework-2024.pdf) to understand how your application and future Ārohia Trailblazer Grant application will be assessed. |

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| **Do you require evidence to demonstrate the commercial feasibility of your innovation?** Yes No**If yes, tell us about the activities you plan to conduct in order to get this evidence** |
| [Enter text here] |
|  Note this information is also required within your workplan. Maximum 250 words, bullet points preferred.**Supporting document**Feel free to provide information to support your answer (such as diagrams, graphics or images). Do not paste diagrams and images into text boxes. |
| [Upload document here] |

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| **COMMERCIAL VIABILITY** |
| Clipboard outline Commercial viability refers to your innovation’s ability to financially succeed in the marketplace.  You may already have evidence to demonstrate your innovation’s commercial viability, or you may be looking for support from the grant to collect evidence of commercial viability..   You can find our full definition of Commercial viability on the [Ārohia Resource Hub](https://www.callaghaninnovation.govt.nz/products/fund/arohia-trailblazer-grant/arohia-trailblazer-grant-resource-hub/#PercentageBlock_1260). Refer to the [Ārohia Trailblazer Grant Assessment Framework](https://www.callaghaninnovation.govt.nz/assets/documents/Arohia-Trailblazer-Grant/Arohia-Trailblazer-Grant-Assessment-Framework-2024.pdf) to understand how your application and future Ārohia Trailblazer Grant application will be assessed. |

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| **Do you require evidence to demonstrate the commercial viabiltiy of your innovation?** Yes No**If yes, tell us about the activities you plan to conduct in order to get this evidence** |
| [Enter text here] |
|  Note this information is also required within your workplan. Maximum 250 words, bullet points preferred.**Supporting document**Feel free to provide information to support your answer (such as diagrams, graphics or images). Do not paste diagrams and images into text boxes. |
| [Upload document here] |

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| **WORK PLAN & COSTING** |

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| **Work plan & costing** |

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| **Prepare the Ārohia Evidence Grant Work plan & costing using the template (in excel format).***(This template is only available after you have created your application within the online portal)*The Work plan asks you to identify:* what types of activities you propose doing to get the evidence you have highlighted in the previous sections, and
* the estimated costs of these activities, broken down into cost categories.

This will help us assess that:* the activities and costs meet relevant eligibility criteria, including any spending limits that may apply, and
* the activities are an appropriate way to obtain the evidence you need.

If your application is successful, when you are claiming you will be required to report against the activities on your work plan and provide evidence of the costs incurred. Make sure all your costs are eligible and refer to our [Ārohia Evidence Grant Eligible Costs guide](http://www.callaghaninnovation.govt.nz/assets/documents/Arohia-Trailblazer-Grant/Eligible-Activities-for-the-Arohia-Evidence-Grant-2024.pdf). |

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| [Upload your Cost Template in Excel format] |

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| **Will any activities that you seek support for under this grant be performed overseas?** Yes No**If yes, explain why it’s essential to perform those activities overseas, and why performing the activities overseas won’t compromise your innovation’s potential to deliver benefits to the Aotearoa New Zealand innovation ecosystem.** |
| [Enter text here] |
| An overseas activity is an activity performed outside Aotearoa New Zealand where an item, good or service (e.g. external labour, expertise, materials and consumables) is performed/consumed in an overseas location (this does not include materials and consumables purchased from overseas vendors and consumed in Aotearoa New Zealand). |

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|  **DECLARATION** |
| **This section is to provide you with the opportunity to read the declaration that you must agree to, upon submission of your Application.****Disclosure of information**You consent to the release of information received and generated by Callaghan Innovation in relation to this application in accordance with Callaghan Innovation’s external reporting requirements or if required by law, including in accordance with the requirements of the Official Information Act 1982 or the Privacy Act 2020.You consent to the disclosure of this application and all information relating to this application, to New Zealand Trade and Enterprise, Ministry of Business, Innovation and Employment, Callaghan Innovation, Inland Revenue, StatsNZ and other government departments or agencies for the purpose of achieving wider government policy objectives.We will take reasonable steps to protect your personal, confidential and/or commercially sensitive information, including where necessary, de-identifying and/or redacting information that is not necessary to share to meet our obligations.**Authority to release information**You declare that you are authorised to submit the application on behalf of the applicant.**Accuracy of information provided**You declare that the information in this application is true and correct.**Awareness of eligibility declarations**You declare that you are fully aware of the eligibility declarations of this application. Accept Reject |
|  |