



PRITC Innovation Awards

Guidelines for Submitting Nominations

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Intellectual Property (IP) Award

Presented to the individual or organization that, over the previous year, developed the piece of IT intellectual property deemed to be the most innovative, ingenious, influential, practical and/or commercially viable.

Field	Explanation
IP Name	Specify the official name of the IP (maximum of 150 characters).
IP Completion Date	State the date when the IP was completed (must be before December 31, 2020).
IP Description	At a high level, describe what the IP is, what is its intended use, and what market(s) and need(s) it addresses. Limit your response to a maximum of 2,000 characters.
IP Development	Provide a narrative about how the IP came to be. How did the idea come up? What were the events that led to it being developed? What was the development process like? How did it become a piece of IP? Limit your response to a maximum of 3,000 characters.
IP Maturity Level	Discuss the maturity level that the IP has currently attained. Is it a new product/service, or has it been in the market for some time? For how long has it been available? What is the current level of use and deployment? How widely used is it today? How has it evolved over time? Limit your response to a maximum of 2,500 characters.
IP Technical Specifications	Discuss, in as much detail as possible, the technical merits of the IP. Limit your response to a maximum of 2,500 characters.
IP Diagram(s)	To complement the IP Technical Specifications field, include any relevant technical diagrams that you wish be examined by the judging panel.
Technological Impact	Describe the impact that the IP has had on its intended target. How is it enhancing or transforming the intended target's environment, and why is it particularly worthy of recognition? Limit your response to a maximum of 2,000 characters.
External Reference	Provide the name, email and telephone number of a person <u>external to the IP development process</u> that has used the IP and can attest to its qualities, as stated herein.



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IT Project of the Year

Presented to the organization that, over the previous year, completed the IT development or deployment project deemed most innovative, technologically elaborate, influential and successful.

Field	Explanation
Project Name	Specify the official name of the project (maximum of 150 characters).
Project Start Date	State the date when the project was initiated.
Project End Date	State the date when the project was officially completed (must be between January 1, 2020 and December 31, 2020).
Project Abstract	At a high level, describe the project in terms of the need(s) it addressed, the technologies that were developed and/or deployed, and the resulting products. Limit your response to a maximum of 2,500 characters.
Project Objective(s)	State the specific project objectives. Limit your response to a maximum of 1,200 characters.
Project Strategy	Describe the strategy that was adopted in order to make the project a success. Refer to any type of strategy that had an impact on project success, be it a technological, logistical, managerial, project execution, financial, even a communications strategy. Limit your response to a maximum of 3,000 characters.
High-Level Project Timeline	Include a high-level timeline diagram illustrating the main aspects of the project schedule, including project tracks, main events and major milestones.
Human Resources	Specify the total number of full-time and part-time human resources dedicated to making the project a reality, over time. Limit your response to a maximum of 600 characters.
Technology Resources	List all the technologies that were utilized during project <u>execution</u> . Be as specific and complete as possible (no maximum).
Technology Product	Describe the technology <u>resulting</u> from the project, in terms of its technical merits. Elaborate on what exactly is the technology, how it is being used, and what makes it particularly innovative. Limit your response to a maximum of 3,000 characters.
Technological Impact	Describe the impact that the project has had on its intended target. How is it enhancing or transforming the intended target's environment, and why is it particularly worthy of recognition? Limit your response to a maximum of 2,000 characters.



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Project Reference	Provide the name, email and telephone number of a person <u>external to the project</u> that can attest to the representations made herein.
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Tech Exporter of the Year

Presented to the locally based individual or organization that is most successfully engaged in the process of exporting innovative technological products and/or services out of Puerto Rico.

Field	Explanation
Exporter Name	Specify the official name of the exporter (maximum of 150 characters).
Exporter Description	Provide a description of the exporter as a business organization (or individual, as applicable). What is the ownership structure (number of owners and percent share in the operation)? What is the nature of the business operation? What are the main lines of business? Limit your response to 2,000 characters.
Export Start Date	State the date when the exporter began exporting products and/or services from Puerto Rico (must be before January 1, 2020).
Exporting Activity Background	Provide a narrative describing how the exporter began exporting its products/services. Specifically answer the following: What were the events that led to starting an export operation? How was the idea initially approached? What were the main steps that had to be taken? How were the first export activities initiated? How did the operation evolve to what it is today? Limit your response to a maximum of 4,000 characters.
Exporting Obstacles	Provide a narrative describing the main obstacles faced by the organization as it began to export its products/services, and how they were addressed. Limit your response to a maximum of 2,500 characters.
Export Sales Volume	In US dollars, state the exporter's total sales volume attributable to exportation of its products/services (for the last completed fiscal year).
Export Products/Services	Ranked by sales volume, list the top (up to) five products/services that the exporter is currently exporting from Puerto Rico.
Export Destinations	Ranked by sales volume, list the top (up to) five states/countries to which the exporter is currently exporting its products and/or services from Puerto Rico.
Export Plans/Projections	Discuss the exporter's plans for its export operations. Specifically state the following: What are sales projections for the next fiscal year? What new products/services are projected to start exporting during the next fiscal year? What new destinations? What strategies are being put in place in order to



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	fulfill the stated projections? Limit your response to a maximum of 3,000 characters.
External Reference	Provide the name, email and telephone number of a person <u>external to the exporter</u> that can attest to the representations made herein.



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Tech Startup of the Year

Presented to the individual or nascent organization that is actively developing or has recently completed development of an IT product, service, process or platform deemed most innovative and with greatest potential for commercial success in the coming years.

Field	Explanation
Startup Name	Specify the official name of the startup (maximum of 150 characters).
Startup Description	Provide a description of the startup as an organization (or individual, as applicable). What is the ownership structure (number of owners and percent share in the operation)? What is the intended nature of the business? What are the main lines of business? Limit your response to 2,000 characters.
Startup Start Date	State the date when the startup began its operations in Puerto Rico (must be after January 1, 2020).
Startup Products/Services	From a technical standpoint, describe the products/services that are being developed (or have been developed) by the startup. Be as detailed as possible, considering confidentiality considerations. Limit your response to a maximum of 3,000 characters.
Startup Diagram(s)	To complement the Startup Products/Services field, include any relevant technical diagrams that you wish be examined by the judging panel.
Startup Background	Provide a narrative describing how the startup began. Specifically answer the following: What is the core idea behind launching the startup? Why is it a worthy idea? What is the eventual goal of the startup? Why is it starting up in Puerto Rico? How was the idea of setting up a startup operation initially approached? What were the main steps that were taken? Limit your response to a maximum of 4,000 characters.
Startup Obstacles	Provide a narrative describing the main obstacles faced by the startup as it began operations, and what strategies were implemented in order to surpass them. Limit your response to a maximum of 3,000 characters.
Startup Current Sales Volume	In US dollars, state the startup's total sales volume (for the last completed fiscal year).
Startup Projected Sales Volume	In US dollars, state the startup's total projected sales volume (for the next fiscal year).
Startup Plans/Projections	Discuss the startup's plans. Specifically state the following: When will (did) the products/services launch to market? What are the planned sales and distribution strategies? What will the startup be doing 12-18 months from



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	today? What is the projected end game for the startup, if any? Limit your response to a maximum of 3,000 characters.
External Reference	Provide the name, email and telephone number of a person <u>external to the startup</u> that can attest to the representations made herein.

Societal Impact Award

Presented to the locally based individual or organization that, through the use of innovative IT products, services, processes or platforms, has had the most significant positive impact on the advancement and well-being of human society.

Field	Explanation
Nominee Name	Specify the official name of the nominee (maximum of 150 characters).
Nominee Description	Provide a description of the nominee as an organization (or individual, as applicable). What is the ownership structure (number of owners and percent share in the operation)? What is the intended nature of its activities? What are the main lines of business? Limit your response to 2,000 characters.
Nomination Description	Provide a detailed description of how the nominee has used innovative IT products, services, processes and/or platforms in order to significantly contribute to the advancement and well-being of human society. Specifically state what is (are) the product(s), service(s), process(es) and/or platform(s) being used, and how they are being utilized. Limit your response to a maximum of 4,000 characters.
Nomination Impact Argument	Describe the significant positive impact that has been made upon society by way of the use of the technologies described above. How are they enhancing or transforming society, and why is it particularly worthy of recognition? Provide a convincing argument and delve into the extent to which such use is positively impacting society, and the direct benefits obtained. Limit your response to a maximum of 4,000 characters.
Nomination Evolution Plans	Discuss the charted evolution plans for the nominee with respect to the use of the product(s), service(s), process(es) and/or platform(s) described above in order to continue impacting society significantly and positively. Will there be new versions? What new features will be included? When are they planned for? What are the issues currently being addressed in order to get to the next level? Limit your response to a maximum of 2,500 characters.
External Reference	Provide the name, email and telephone number of a person <u>external to the nominee</u> that can attest to the representations made herein.