

GovTech Innovation Challenge 2025: Terms & Conditions

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These Terms and Conditions (hereafter the Terms) govern participation in the GovTech Catalyst Innovation Challenge ("Programme"), facilitated by Trust Valley in collaboration with the World Bank, SECO and Ghana Revenue Authority (GRA), referred to as the "Organisers".

By applying for, and participating in, the Programme, the Innovation Companies unconditionally agree to these Terms.

1. Definitions

- 1.1. "Innovation Challenge" or "Programme" – The comprehensive multi-phase initiative designed to engage Innovation Companies in analysing defined government digital transformation challenges, developing innovative solutions, participating in an intensive bootcamp experience, and presenting their solutions at a public conference forum.
- 1.2. "Innovation Company" – Any legally incorporated entity, early-stage startup, or small to medium enterprise operating in the digital technology sector that submits a formal Proposal as part of the Programme Call for Proposals.
- 1.3. "Government Challenge" – The specific digital transformation issue or opportunity identified that requires innovative technological solutions to enhance government service delivery, operational efficiency, and citizen engagement, as detailed in the official Challenge Statement documentation.
- 1.4. "Programme Materials" – All documents, presentations, training content, educational resources, and official communications provided to participants throughout the Programme duration.
- 1.5. "Branding Assets" – Official logos, trademarks, visual identity elements, and other proprietary textual or graphical components that constitute the Programme's brand identity and intellectual property.
- 1.6. "Selected Proposals" – The proposals chosen by the Selection Committee to advance to the implementation phase of the Programme, representing the highest-scoring submissions based on established evaluation criteria.

- 1.7. "Participating Companies" – Innovation Companies whose proposals have been selected for Programme participation and who have confirmed their commitment to engage in all subsequent Programme phases.
- 1.8. "Confidential Information" – Any proprietary data, sensitive documents, technical specifications, or materials provided during the Programme that are explicitly designated as confidential by the disclosing party and subject to non-disclosure obligations.
- 1.9. "Proof of Concept (POC)" – A working prototype that: (i) demonstrates the core technical functionality of the proposed solution; (ii) operates in a controlled testing environment with real or simulated data; (iii) validates key technical and operational assumptions; and (iv) provides measurable evidence of the solution's feasibility and potential effectiveness for GRA

2. General

- 2.1. The GovTech Innovation Challenge is a pilot program that provides a safe and hands-on exploratory environment for testing innovative approaches with technology solutions for the public sector. By mobilizing the private sector, particularly startups, the challenge will address critical public sector challenges through technological solutions, helping governments become more efficient, transparent and responsive to citizens' needs. This first Challenge will connect the Ghana Revenue Authority (GRA) with innovative companies to address specific issues in the tax administration in Ghana. Through an application process, technology firms from around the world will submit solutions to pre-defined challenges by GRA.
- 2.2. More information about the Programme, its objectives and content can be found at: <https://govtech.trustvalley.swiss/>
- 2.3. The Programme is a joint initiative by the World Bank, State Secretariat for Economic Affairs in Switzerland (SECO) and Trust Valley operated by the EPFL Innovation Park Foundation, supported by the World Bank Trust Fund "Governance & Institutions Umbrella Program.
- 2.4. The Organisers reserve the right to modify the Terms at any time without notice. Any modifications made will take effect upon publication and will apply to all participating companies.
- 2.5. To be eligible for the Programme, an Innovation Company must be a legally incorporated entity and possess a team with the technical, operational, and business expertise needed

to address the Government Challenge and meet the Eligibility Criteria specified in Section 3.2.

- 2.6. By submitting its proposal to address Government Challenge, Innovation Companies commit to full participation in all the Programme activities. This includes, but isn't limited to, workshops, pitches, conferences, and mentoring sessions.
- 2.7. If an Innovation Company cannot participate in any scheduled activity, they must provide a 1 month notice.
- 2.8. All notices regarding these Terms shall be sent to the contact information provided during the application process or any updated details provided by the Participant.
- 2.9. Innovation Companies who fail to respond to any remote communication related to the Programme within 1 week without a valid justification may be subject to automatic removal from the programme.
- 2.10. Non-compliance with these terms and conditions may result in an Innovation Company's exclusion at any time.
- 2.11. Participating Companies who successfully complete the Programme will join the Trust Valley Alumni community. Those excluded or who drop out will be not eligible for alumni status.

3. Eligibility criteria

- 3.1. The programme is exclusively open to early-stage startups, scale-ups, and small to medium enterprises (SMEs) at the international level. Large corporations, multinational enterprises and subsidiaries of major corporations are not eligible to participate.
- 3.2. To qualify for participation, applicant companies must satisfy all of the following mandatory criteria:
 - 3.2.1. Have fewer than 75 employees at the time of application
 - 3.2.2. Have annual revenue below \$5 million USD (or equivalent value in local currency) for the most recent financial year
 - 3.2.3. Demonstrate proven team capability and relevant industry experience applicable to the challenge domain
 - 3.2.4. Commit to active participation in pilot programme implementation and agree to comprehensive data sharing requirements with programme partners

3.2.5. Align organisational mission and proposed solutions with governmental technology advancement and measurable social impact objectives

3.3. Innovation Companies must provide verifiable documentation supporting compliance with all eligibility requirements as part of their application submission.

3.4. The Organisers reserve the right to request additional documentation or clarification regarding eligibility status at any stage of the selection process.

4. Call for Proposals

4.1. Applications for the Programme must be submitted exclusively through the official online application form, accessible on the programme webpage at:
<https://govtech.trustvalley.swiss/>

4.2. Applications submitted through any alternative channels or methods will not be accepted or considered for evaluation.

4.3. Innovation Companies are required to provide comprehensive documentation including all requested elements, materials, and supporting resources as specified in the application form guidelines available online at https://govtech.trustvalley.swiss/wp-content/uploads/2025/07/TV_IC_Application_Guidelines_2025.pdf

4.4. Innovation Companies with conflicts of interest are prohibited from participating in the call for proposals. A conflict of interest is defined as any financial, professional, or personal relationship between the applicant company, its owners, directors, or key personnel and the Organisers, Selection Committee members, programme partners, or stakeholders that could reasonably be perceived to compromise the integrity, fairness, or objectivity of the selection process.

4.5. Innovation Companies bear full responsibility for ensuring that all submitted information is accurate, complete, and up-to-date at the time of submission.

4.6. The application deadline is 19 September 2025 at 23:59 Central European Time (CET).

4.7. Applications that remain incomplete after the specified deadline will be automatically disqualified and will not proceed to the evaluation stage.

4.8. Innovation Companies base their proposals on the Challenge Statements made available through the programme's official website available at

<https://govtech.trustvalley.swiss/challenge>. Submissions must explicitly address the problem definition, technical requirements, and success criteria specified in the applicable Challenge Statement.

- 4.9. Information sessions with the Ghana Revenue Authority (GRA) will be facilitated and organised to enable Innovation Companies to pose specific questions and enhance their proposal development process during the application period. Participation in the information sessions is voluntary.
- 4.10. The Organisers reserve the right to withhold detailed feedback or recommendations regarding individual applications and reserve discretion over the level of guidance provided during the call for proposals process.
- 4.11. Participants must ensure that their submissions do not violate or infringe upon any third-party intellectual property rights, copyrights, or proprietary information. The Organisers disclaim all liability for disputes, claims, or legal proceedings arising from such infringements.
- 4.12. Innovation companies affirm that all information provided in their applications is truthful, accurate, and non-confidential. Applicants must refrain from including proprietary information, trade secrets, or intellectual property in their submissions, and ensure that any publicly referenced information is appropriately sourced.

5. Selection process

- 5.1. Complete applications are evaluated by a selection committee based on established criteria including technical feasibility, potential impact, team capability, and scalability potential of the proposed solution.
- 5.2. The selection committee comprises approximately fifteen (15) to twenty (20) members affiliated with relevant partner organisations and industry experts.
- 5.3. The Organisers reserve the right to maintain confidentiality regarding the composition and identity of selection committee members.
- 5.4. All selection committee members have signed charter agreements committing to exclude themselves from any commercial activities related to the programme and maintaining strict confidentiality throughout the evaluation process.
- 5.5. The selection committee's mandate is to identify and select three (3) proposals based on the aforementioned evaluation criteria for advancement to the Programme's next phase.

- 5.6. The Organisers reserve the right to modify the number of selected proposals at any time to optimise programme outcomes and resource allocation.
- 5.7. All decisions rendered by the Selection Committee are final and binding. No appeals, challenges, or legal recourse regarding selection decisions will be considered.
- 5.8. Selected applicants will be notified via email to the designated Team Lead as referenced in the application by early October 2025, with specific notification dates communicated separately.
- 5.9. Selected innovation companies must provide written confirmation of their participation in subsequent programme phases within two weeks of notification. Failure to respond within this timeframe will result in forfeiture of their position, and the Organisers reserve the right to extend the invitation to the next eligible proposal.
- 5.10. Evaluation is conducted solely based on information and materials submitted within the formal application, with no consideration given to external factors or supplementary communications.
- 5.11. The assessment process focuses exclusively on technical feasibility, demonstrated potential impact, team capability and experience, and the scalability potential of proposed solutions within the specified challenge parameters.

6. Services of the Programme

- 6.1. Selected Proposals will receive comprehensive support to develop their proposals from initial concept to functional Proof of Concept (PoC) as part of the Programme. This includes access to GRA technical teams, regulatory guidance, and participation in an intensive bootcamp in Switzerland to take place in November 2025 designed to accelerate the development process from idea to working prototype, as well as participation in the GovTech Conference in December.
- 6.2. The comprehensive bootcamp programme for selected innovation companies includes diverse learning and networking opportunities designed to accelerate public-private collaboration. Programme activities encompass visits to leading Swiss innovation institutions, curated meetings with Swiss technology companies and public sector innovation units, hands-on workshops focused on government collaboration methodologies and innovation frameworks, and facilitated introductions to potential mentors, investors, and strategic advisers. Additional programme elements may be incorporated based on participant needs and emerging opportunities.

- 6.3. All core programme services are provided at no cost to selected Innovation Companies. This includes full participation in the Switzerland bootcamp experience, all online training sessions, mentorship programmes, and attendance at the GovTech Conference.
- 6.4. The Organisers will cover all associated travel expenses (including international flights), accommodation costs, meals during programme activities, and local transportation throughout the programme duration.
- 6.5. Additional costs incurred by Innovation Companies throughout the development of their Proof of Concept, including but not limited to personnel costs, materials, technical resources, and third-party services, are not covered by the Programme and remain the responsibility of the Participating Companies.
- 6.6. Programme benefits are designed as developmental opportunities and learning experiences that cannot be converted to monetary compensation or exchanged for cash equivalents.
- 6.7. In the event that a Participating Company fails to engage in the activities, the Organisers reserves the right to exclude it from the Programme.
- 6.8. Participating Companies understand that potential outcomes of the programme, which are beyond the scope of the programme itself, may include opportunities for implementation of proposed solutions.
- 6.9. The Organisers provide no guarantees regarding post-programme implementation opportunities beyond the programme scope. Participation in the programme does not provide any access to financial contributions, investments, or promises of funding.
- 6.10. Participating Companies understand and acknowledge that any post-programme implementation would require participating in a separate GRA procurement process, where Selected Proposals would compete through a formal request for proposal (RFP) tender.
- 6.11. Participating Companies understand and agree that any potential post-programme implementation phase may take the form of a consortium arrangement with other external organisations, and that all implementation decisions remain subject to separate approval processes beyond the Programme's scope.

7. Confidentiality and Intellectual Property

- 7.1. By participating in the Programme, Innovation companies agree and acknowledge that they retain full ownership of all intellectual property, technologies, and proprietary information they bring to the Programme. This includes any existing patents, trade secrets, know-how, or other IP assets owned prior to programme participation.
- 7.2. The Proof of Concept, including any solutions, adaptations, or modifications specifically developed or tailored for Ghana by the Innovation Companies during the programme, shall be made available under an open-source license. This requirement applies only to Ghana-specific implementations and does not affect the underlying proprietary technology or IP owned by the Innovation Companies.
- 7.3. Participating Companies must sign a Non-Disclosure Agreement (NDA) with the Ghana Revenue Authority (GRA) and other relevant parties to protect confidential information shared during the Programme. Additional agreements will be established between Participating Companies and the Organisers to define specific IP arrangements and open-source obligations.
- 7.4. Innovation Companies are not permitted to use the Programme's name, branding and visual material, the Organisers' logos, or any associated branding in any public communications, marketing materials, or promotional content.
- 7.5. Participating Companies are responsible for ensuring that their submissions do not infringe on third-party rights. The Organisers are not liable for any disputes arising from such infringements.
- 7.6. Innovation Companies who submit their Proposal confirm that all information shared in the application is correct, publicly available, and not confidential.

8. Branding & communication

- 8.1. Participating Companies understand and agree that use of the Programme name, logo, branding, or the Organisers' logos in communications, marketing materials, or promotional content requires a separate legal agreement beyond these Terms.
- 8.2. Participating Companies accept that information and personal data related to the administrative management of the programme, events, and satisfaction questionnaires may be accessible by the Organisers, its representatives, potential partners and their representatives, and members of the selection committee.
- 8.3. All content, including presentations, resources, and other materials (tools, etc.) made available within this programme intended for strictly internal use by the Participating Company and non-commercial purposes. The use or reuse of Programme content for financial, commercial, or profit-making purposes is expressly prohibited.
- 8.4. By accepting these Terms, applicants and participants declare their acceptance that the Organisers may record their image and those of their representatives (videos, photos) and their statements within the framework of the programme (events, training sessions, activities, etc.). The distribution and exploitation of these media may be carried out for promotional, documentation, and archival purposes without any access restrictions and without remuneration to the person concerned, for an unlimited duration, in whole or in part.
- 8.5. Participating Companies grant the Organisers permission to publicly communicate about their participation in the programme, including but not limited to promotional materials, press releases, website content, social media posts, conference presentations, and programme documentation, for the purpose of promoting the programme and showcasing participant achievements.

9. Data protection

- 9.1. Innovation Companies authorise the Organisers to share all information and data submitted during the Proposal submission phase with third-party.
- 9.2. Each Party shall implement and maintain appropriate technical and organizational measures to safeguard shared data and Confidential Information against unauthorized access, disclosure, alteration, or destruction.

- 9.3. Confidential information provided by Innovation Companies shall be handled in accordance with World Bank's Privacy Policy, which is available at: <https://www.worldbank.org/en/about/legal/privacy-notice>
- 9.4. Innovation Companies acknowledge and agree that, to the extent personal data is collected, processed, or stored in connection with the Programme, each Party shall comply with all applicable data protection laws and regulations, including but not limited to the General Data Protection Regulation (EU) 2016/679 ("GDPR"), where applicable.

10. Liability

- 10.1. By submitting an application, Innovation Companies unconditionally accept these terms and conditions in their entirety, waiving any right to complaint or challenge regarding the Programme decisions, which are final and non-contestable.

11. Contact

- 11.1. For all the questions concerning the Innovation Challenge, please contact the Organisers using the official contact form at the programme's official website.