Programme description
1. **The FNR-KITS Objectives**

The objective of the FNR-KITS programme is to provide competitive funding to public research institutions in Luxembourg that will allow them to attract and integrate highly-skilled professionals in the area of knowledge transfer.

The programme will contribute to the reinforcement of public research institutions that endeavour to engage in the strategic integration and operational implementation of knowledge transfer and student entrepreneurial activities with the ultimate goal of generating economic and societal value through their research programmes.

2. **FNR-KITS Programme Outline**

- Proposal submission deadlines: 27.09.2019
- Panel Invitation: approx. 3 months later
- Notification of Review Outcome: after panel
- Project Start: up to maximum 12 months after notification

3. **Framework of the Programme**

3.1. **Duration and Funding**

FNR will support proposals for a period of 24 months. Funding up to 350k€/proposal can be awarded to successful applications.

Costs that can be covered:

- Personnel – salary or consultancy costs for newly hired experts
- Travel costs (justification to be provided)
- Further costs, including organization of training, seminars, mentorship programs, pitch days, preparation of technical reports, market assessments, etc. (justification to be provided)

3.2. **Eligibility, Content and Review of Proposal**

*Eligibility*

The public research institutions in Luxembourg are eligible.

The application language is English. The proposal must be supported by the public institution and must be submitted by the individuals linked with the knowledge transfer offices or responsible for knowledge transfer implementation on the institutional level, who will act as Principal Coordinator (PC).
Content
The proposal contains four parts:

1. The description of the “knowledge transfer strategy” that currently exists or must be put in place on an institutional level. The unit strategy must be part of an overall institutional knowledge exploitation strategy focusing on economic and societal impact of research activities on a short, middle and/or long term perspective and must show added value at the research unit level. The description should comprise the following information:

   o The extent to which a knowledge transfer policy of the institution exists, specifically regarding:
     - ownership of intellectual property generated by institution’s staff and students
     - transfer of rights between institution and researchers;
     - revenue sharing arrangements;
     - arrangements for the formation of spin-out companies;
     - secondments and arrangements for researchers that would like to get involved with start-ups
     - identification and managing of conflicts of interest;
     - dispute resolution framework.

   o Extent to which the practical tools, guidelines and templates already exist
   o Existing critical mass on excellent research and critical mass on knowledge transfer projects
   o Existing/proposed patent budget
   o Potential/existence of independent external funding for start-ups
   o Structural training proposal on entrepreneurship for researchers
   o Strategic and financial commitment of the institution/unit for entrepreneurship and innovation
   o Past activities and success stories in knowledge transfer

2. A description of the objective to be achieved by participating in the program, in view of the existing “knowledge transfer strategy”

3. A description of how the integration of the fellow expert(s) allows this objective to be achieved

4. The description of the role and profile of the individual or team of fellow expert(s) working on implementing and supporting the proposed strategy. The institution/unit must show how the new personnel will be integrated into the existing structure and how their activities will be correlated with existing ones. Experts are nominated by the beneficiary institution with respect to the research unit themselves and identified based on qualifications matching stated needs.

Review Criteria
The Review Panel will consider the profile of the proposed fellow expert(s) and their integration within the existing/new structures for the evaluation according to the following criteria:
Knowledge transfer strategy

- Clarity of the description
- Reasonability of the existing aims and the proposed solution

Proposed fellow expert team

- Profiles of the suggested experts including needed expertise and experience level. The applicants must show how the new profiles will be integrated within the existing structures while considering the following potential activities and beyond:
  - participation in the planning and implementation of the exploitation strategy
  - participation in the planning and implementation of research projects in view of future exploitation,
  - pre-evaluation of the market potential and the intellectual property precedence of individual research results,
  - assistance with the protection of intellectual property,
  - identification of potential partners and the negotiation of their participation in the project,
  - identification of potential sources of public or private funding and assisting in acquiring such funding
  - support of the actual exploitation of the research results by e.g. licensing or creation of start-ups/spin-offs.

If the proposal is accepted, regular follow-ups and reporting based on the progress of the initial proposed activities and expected outcome would be put in place.