



ΙΔΡΥΜΑ
ΕΡΕΥΝΑΣ ΚΑΙ
ΚΑΙΝΟΤΟΜΙΑΣ

Research & Innovation Internships Programme 2024

Call for Expression of Interest
INTERNSHIPS/0424

The programme at a glance

**Research
& Innovation
Companies in
Cyprus, can employ
1 University Student
for a 6-week
Internship, where the
Student's salary
of €1,400 is paid
by RIF.**

Until 21.04.2024 |

Submission of Interest
by Companies through
an electronic form

[\(Click HERE\)](#)

Until 30.04.2024 |

Publication of List
of Participating Companies

Until 02.06.2024 |

Companies select Interns
& Inform RIF Accordingly

[\(Click HERE\)](#)

Until 30.09.2024 |

Internship Completion Date



introduction.....	3
key information.....	3
objectives.....	4
beneficiaries.....	4
duration.....	5
budget.....	5
participation terms and conditions.....	6
participation process.....	7
contact information.....	10
appendix.....	11



Κυπριακή Δημοκρατία



ΙΔΡΥΜΑ
ΕΡΕΥΝΑΣ ΚΑΙ
ΚΑΙΝΟΤΟΜΙΑΣ

introduction

The Research and Innovation Foundation (RIF) announces a new Call for the **Research & Innovation Internships Programme 2024**.

Through this Call, RIF invites Companies which are active in the areas of Research and Innovation to express their interest in hosting University Students as Interns, for the purpose of offering them preliminary training around the areas of Research, Innovation and Commercialization.

key information

Programme:	Research & Innovation Internships 2024
Call Code:	INTERNSHIPS/0424
Funding:	€1.400 per Student
Total Budget:	€140.000
Expression of Interest:	Until 21 April 2024
Publication of List of Participating Companies:	30 April 2024
Selection of Interns:	Until 2 June 2024
Implementation Period:	3 June 2024 – 30 September 2024
Publication Date:	8 April 2024

objectives

The Programme aims to:

- ✓ significantly improve the knowledge and skills of undergraduate and postgraduate students around the areas of research and innovation
- ✓ highlight Cyprus' emerging research and innovation ecosystem as an attractive career destination for young professionals
- ✓ attract young talent into Cyprus' research and innovation ecosystem

beneficiaries

✓ Companies

Companies can submit their expression of interest for participation, as long they satisfy **at least one** of the following criteria, at the time of the submission:

1. The Company holds an **Innovative Enterprise Certificate**.
2. The Company is currently implementing a **Research and Innovation project** which is **funded by the European Commission Framework Programme** of the European Commission for Research and Innovation.
3. The Company is currently implementing a **Research and Innovation project** which is **funded by RIF**, with the exception of the following programmes:
 - Industrial Property
 - Classified Labs
 - Innovation Vouchers
 - Any Programme related to event participation

The Companies must fall under **Categories B1, B2 and B3**, as defined by the **RESTART Work Programme (Appendix 1)**.

In all cases, the Companies must **engage in economic activity**, be **legally established** and **operate in areas under the control of the Republic of Cyprus**.

University Students

The Programme allows for the participation of the following University Students:

- Cypriots or of any other Nationality
- Undergraduate or Postgraduate
- Studying at a university in Cyprus or Abroad
- From all years of study

duration

The duration of each Internship is **six (6) weeks**, within the period of **3 June – 30 September 2024** and the Internship must take place during the normal working hours of the Company.

budget

The total budget for the Call is **€140.000** and RIF Funding amounts to **€1.400 per University Student**.

Following the completion of the Internship and the **submission of an Activity Report by the University Student and the Company**, the funding will be provided to the **University Student by RIF** in the form of a Sponsorship.

participation terms and conditions

- ✓ Each Company participating in the Programme can host only **one (1) University Student**. In cases of available budget, RIF may allocate a second Intern to a participating Company, on the basis of the date and time of the Company's expression of interest.
- ✓ Each University Student can work as an Intern in **only one (1) Company**.
- ✓ The University Student who is offered an Internship **must not be related** to any of the Company's Shareholders, Directors and/or other Executive Members.
- ✓ The Internship must take place at the Company's premises.
- ✓ The Internship's activities must relate to Research, Innovation and Commercialization.
- ✓ The Interns must participate in an online training programme on **New Product Development (NPD)**, which will be provided by RIF's Knowledge Transfer Office.

In order to confirm compliance with all of the above terms and conditions, RIF maintains the right to carry out **visits at the Company's premises** and/or contact the Company's Interns.

In case of violation of any of the above terms and conditions, RIF maintains the right to take action, as deemed necessary, such as discontinuing the Internship or **excluding the Company** from future Calls for this Programme.

participation process

The participation process is as follows:

- 1 | Submission of Expression of Interest from Companies
- 2 | Selection of Companies taking part in the Programme
- 3 | Publication of Companies taking part in the Programme
- 4 | Selection of Interns by Companies
- 5 | Submission of final Intern selection to RIF
- 6 | Participation of University Students at Company Internships
- 7 | Submission of Activity Report to RIF
- 8 | Payment to Students



1 | submission of expression of interest from companies

In order to submit their expression of interest, Companies must complete the relevant **online form** ([Click HERE](#)) **by 21 April 2024**, indicating the following information:

- Company name
- Eligibility to participate in the programme
- Internship Information
- Contact person and contact details
- Intension to host a second Intern, in case there is available budget

2 | selection of companies taking part in the programme

Following the deadline of submitting an expression of interest, RIF will check all applications and each Company's eligibility to participate in the Call, on the basis of the relevant terms and conditions.

The selected Companies taking part in the programme will be able to host **1 University Student**.

In case there is additional available budget, a second University Student may be allocated to a Company, by taking into account the date and time of the Company's submission of expression of interest.

3 | publication of companies taking part in the programme

On **30 April 2024**, RIF will be publishing on its webpage the list of all Companies which will be participating in the Programme.

Among other things, the list will include contact information for each Company as well as details of each Company's Internship programme.

4 | selection of interns by companies

In order to participate in the Programme, University Students must directly contact the Company they wish to apply to, by using the Company's contact details, as published on the List of Participating Companies.

University Students must submit to the Company their **CV** as well as a copy of their **University Degree** and/or **University Studies Certificate**.

On the basis of the University Student's CV, minimum required qualifications and/or interview performance, the Company will then proceed with the selection of **1 University Student** to take part in its Internship programme.

5 | submission of final intern selection to RIF

By **2 June 2024**, Companies must inform RIF about their decision to recruit a University Student as an Intern and must submit the University Student's details, through a relevant electronic form ([Click HERE](#))

In case there is additional available budget, a second University Student may be allocated to Companies, by taking into account the date and time of the Companies' submission of expression of interest.

6 | participation of university students at company internships

The six (6) week Internship should take place within the Implementation Period indicated in this Call, between **3 June 2024** and **30 September 2024**.

All Companies and University Students must ensure that they comply with the terms and conditions of the Call.

7 | submission of activity report to RIF

Upon completion of the Internship, each University Student must submit to RIF, the latest within **fifteen (15) days**, an Activity Report, on a specific Template ([Click HERE](#))

The Activity Report:

- Must be completed by the University Student, making reference to the work carried out during the Internship.
- Must bear the signatures of both the University Student and their Supervisor on behalf of the Company.

8 | payment to students

Within **two (2) months** after the successful submission of the Activity Report, and following a compliance check regarding the terms and conditions of the Call, RIF will proceed with the payment of **€1.400** to the University Student.



contact information

RIF Partner Support Centre

support@research.org.cy

22-205000

The Research and Innovation Foundation (RIF) may, at its discretion, proceed with the extension or revocation of the present Call, by applying the same publication procedure.

appendix 1

RESTART Work Programme – Categories B1, B2 and B3

B. Enterprises⁸

This type generally covers private sector undertakings active in any sector of the economy, as follows:

B.1. Small Enterprise⁹:

It is an enterprise which employs fewer than fifty (50) employees and has an annual turnover or an annual balance sheet total not exceeding ten (10) million Euros. Start-ups are also included in this category.

It is noted that a Start-up is any small enterprise not listed in the stock exchange up to five years after its registration, which (a) has not taken over the activity of another enterprise, (b) has still not distributed profits, and (c) has not been incorporated through a merger. For eligible enterprises not subject to registration, the five-year period may be deemed to start from the time that the enterprise either starts its financial activity or becomes liable to pay tax for its financial activity. By way of derogation from point (c) of the first subparagraph, enterprises formed through a merger between undertakings eligible for aid under this Article shall also be considered eligible undertakings up to five years from the date of registration of the oldest enterprise participating in the merger. Unless otherwise stipulated in the Programme, in the case of start-ups, the company registration must pre-date the proposal.

Aid for Start-ups should meet the provisions of Commission Regulation (EC) 651/2014 Article 22 on State Aid.

⁸ The classification of enterprises (cat. B.1, B.2, B.3) will be re-examined at the time of drawing up of the contracts prior to the final decision on funding.

⁹ The full definition of “Small and Medium-sized Enterprises” (SME) is included in Annex III of this Tender and refers to Commission Recommendation 2003/361/EC of 6 May 2003, concerning the definition of very small, small and medium-sized enterprises, EU L 124 of 20.5.2003, p. 36. The RPF shall adopt each EU Regulation that replaces the applicable Regulation.

B.2. Medium-sized Enterprise:

It is an enterprise which employs fifty (50) to up to two hundred forty-nine (249) employees and has an annual turnover of up to fifty (50) million Euro or an annual balance sheet total not exceeding forty-three (43) million Euro.

B.3. Large Enterprise:

It is an enterprise which employs two hundred fifty (250) or more employees and/or has an annual turnover exceeding fifty (50) million Euro or an annual balance sheet total exceeding forty-three (43) million Euro.

Please note that the participation of a Large Enterprise in a RESTART 2016-2020 Programme project is possible only after prior proof through the proposal of the incentive effect that the funding will have for a Large Enterprise. To this end, one of the following criteria must be met:

- increase of the project size: increase of the total project cost (without reducing the Large Enterprise's expenses relative to the case of non-funding); increase in the number of persons employed in research, development and innovation,
- expansion of scope: increase in the number of expected project results; increase in the expectations from the project, proven by the larger number of participating partners, the higher possibility of success of scientific or technological break-through or the higher risk of failure (in particular in conjunction with the long-term character of the project and the uncertainty of its results),
- increase of speed: project implementation requires less time compared to the implementation time required for the implementation of the same project without aid, and
- increase in the total amount spent: increase the total expense for research, development and innovation on behalf of the Large Enterprise in absolute terms or as a percentage of the turnover, changes in the project budget (without a corresponding reduction in the budget for other projects).