

CENTRAL KNOWLEDGE TRANSFER OFFICE

CALL FOR EXPRESSION OF INTEREST

CAPACITY BUILDING SUPPORT FOR KNOWLEDGE TRANSFER AND COMMERCIALIZATION

GENERAL INFORMATION

Title:	Call for Expression of Interest: Capacity Building Support for the Development of Institutional Knowledge Transfer Offices / Units in Universities and Research Organisations
Call for EoI Identifier:	RIF-KTO/EOI/1022
Publication Date:	17 October 2022
Deadline:	31 October 2022, 13:00

OBJECTIVES

The Research and Innovation Foundation (RIF), within the framework of the Central Knowledge Transfer Office (KTO), announces a Call for Expression of Interest (EoI) from organisations from the Cyprus ecosystem interested to receive capacity building support for knowledge transfer and commercialisation.

The Call for EoI is announced within the framework of activities for Culture, Awareness and Capacity Building on KT & Commercialisation of the Central KTO and has an aim to support the development of internal KT expertise within R&I stakeholder Organisations.

The objective of the Call is to define existing KT capacity of interested Organisations, to identify their needs in terms of capacity building and development and to provide preparatory training and capacity building support that will be enable beneficiaries to become spokes in the national KT and commercialization system collaborating with the Central KTO and to operate within it more effectively and efficiently.

The Call for EoI will be implemented in two streams:

- **Stream 1: Capacity Building Support for the Development of Institutional Knowledge Transfer Offices / Units in Universities & Research Organisations:** addressed to academic and research Organisations with significant research and development (R&D) activity ([Call for EoI announced in Oct. 2022](#)).
- **Stream 2: Capacity Building Support for Knowledge Transfer and Commercialisation:** Addressed to enterprises and NGOs ([Call for EoI Announcement expected in Q1 2023](#)).

The present announcement concerns **Stream 1** of the Call for EoI.

BACKGROUND

Central KTO

Aiming to enhance and support activities for Knowledge Transfer (KT) and research commercialisation, the RIF has established the Central Knowledge Transfer Office (KTO) with the

fundamental objective to support researchers, innovators and entrepreneurs transform their ideas into solutions that will benefit the society and the economy.

The Central KTO operates within the RIF, providing added-value KT support services to Universities, Research Organisations and Enterprises operating in the areas under the control of the Republic of Cyprus, in order to encourage and facilitate KT and commercialization of research results.

The central KTO is expected to contribute to building KT awareness and culture within the Cyprus research base and businesses to embrace impact, innovation, entrepreneurship and KT and to support capacity building and development of necessary KT skills at the national level. Services provided by the central KTO will be complementary to R&I funding provided by the RIF, enhancing the impact of public R&D investments to the local economy and the society.

Services offered by the central KTO will include:

- Culture, Awareness and Capacity Building on KT & Commercialisation
- KT Support for specific R&I Projects

Hub-and-Spoke

The Central KTO will operate through a ‘*Hub-and-Spoke*’ model. The ‘Hub’ will operate centrally within the RIF and will be a focal point for all Organisations, whereas ‘Spokes’ (local KTO/ KTUs) will operate within Universities, Research Organisations and Enterprises to facilitate and support KT service provision and the communication between the ‘Spokes’ and the ‘Hub’. The model facilitates the utilization of high-level expertise and specialization through the ‘Hub’, while supporting gradual development of KT expertise within beneficiary organisations through time.

ACTIVITIES SUPPORTED THROUGH THE STREAM 1 CALL

The Stream 1 Call for EoI addresses the needs of **Universities & Research Organisations** and aims to support beneficiaries in identifying and cataloguing potential intellectual property and developing capacity on KT and Commercialization of Research. More specifically, under this call support will be provided for one or more of the following:

- Reviewing and/or developing policies addressing IP ownership and commercialization by employees and students of the beneficiary organization and which encourage and regulate KT activities.
- Reviewing and/or developing KT capacity and needs, in terms of the following:
 - Institutional KT structures and procedures to support KT and commercialisation of research results.
 - Workflow and procedures for KT activities that provide services to every employee and student of the organization, who has made a potentially patentable invention or work protectable by copyright to which the beneficiary organization claims ownership, in a manner consistent with the beneficiary organization’s IP policies.
 - Software and database tools supporting KT activities.
 - Forms and templates for disclosures and for agreements in KT related matters (such as non-disclosure agreements (NDA), Invention Disclosure Forms (IDF), Materials Transfer Agreements (MTA), agreements for licensing and assignment of IP rights,

- ownership of IP rights in collaborative and research sponsored by non-governmental parties, student inventions, equity participation in start-up/ spin-off companies, etc).
- Institutional KT structures and procedures to support KT and commercialisation of research results, including the utilisation of appropriate KT supportive tools.
 - Credentials, experience, and training needs of KT personnel.
 - Interactions and collaborations of KT activities and personnel with sponsored research, industrial liaison, alumni, and other synergistic activities and personnel.
 - Interactions with relevant Government, non-profit, and for-profit entities and people part of the support network for the KT office or unit in the larger innovation and commercialization ecosystem.
- Intellectual property (IP) audits at the institutional level, to identify potential intellectual property and the most promising departments, centres, units, research teams, labs, and projects whose work is likely to produce inventions for commercialisation.
 - Exploration of the kinds of KT approaches, procedures, and tools appropriate for their internal offices or units likely to be beneficial given the intellectual assets identified in the audit.
 - Mentoring and coaching of KT staff working on cases for purposes of identifying training to be provided by the Central KTO.
 - Defining and implementing actions to support the nurturing of an institutional culture that supports, encourages, and celebrates KT, innovation and entrepreneurship.

Support to be provided to beneficiary Organisations through the present Call will be of purely capacity building support nature in order to better prepare beneficiary organizations for responding to the opportunity to become a KT spoke. Support does not include any form of funding. Within this context, any cost of access of the beneficiary Organisations to KT supportive tools (such as paid patent databases, market intelligence tools, Technology Transfer Management Systems and other IT tools, etc.), or any other costs related to KT activity will not be covered or reimbursed by the RIF through the present Call.

Support will be provided by one or more experts in Knowledge Transfer, IP, and research commercialisation, to be assigned by the RIF and may correspond to up to ten (10) man-days of expert time per Organisation and up to 10 webinars or seminars on these topics.

Support will be customised on each Organisation's needs and, at the RIF's discretion, may be provided either individually or in groups of beneficiary Organisations with similar characteristics and/or needs.

The provision of support services by the RIF Central KTO is expected to begin within 2-4 weeks from the deadline for submission of EoI, with an expected duration of up to 6 months.

BENEFICIARY ORGANISATIONS

Submission of Expression of Interest under the present Call for EoI (Stream 1 – Universities & Research Organisations) is open to legal entities, which are legally established and have their operations in areas under the effective control of the Republic of Cyprus, as follows:



- **Public Universities**
- **Private Universities**, established based on the legislation regarding the establishment and operation of private Universities in Cyprus
- **Research Organisations**, conforming to the definition of “Research Organisations” included in the RIF’s RESTART 2016-2020 Work Programme
- **Public Research Institutions**, operating as departments or Units of the Public Sector

One Expression of Interest should be submitted per beneficiary Organisation within the context of the present Call for EoI.

Intermediary Organisations undertaking Knowledge Transfer Support on behalf of other Organisations shall not be eligible under the present Call.

SUBMISSION OF EXPRESSION OF INTEREST

Expressions of Interest should be submitted online using the **Expression of Interest Submission Form**, available for online completion at the following [link](#).

The RIF reserves the right to refuse the provision of services within the context of the present Call to beneficiary Organisations that do not complete sufficiently all the fields required in the EoI Submission Form.

INFORMATION – CONTACT DETAILS

RIF Support Service

E-mail

support@research.org.cy

Telephone

+35722205000
