

D.T1.2.10

Smart KET access point: Validated
Starter Kit

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List of Abbreviations

BA	Business Advisor
KET	Key Enabling Technologies
RTO	Research Technology Organisation
SME	Small and medium-sized enterprises
TRL	Technology Readiness Level



1. Executive Summary

This deliverable is addressed to the KETGATE Points as well as to future organisations that want to join the KETGATE network.

The document provides a guidance for organisations that need to be oriented how to deliver the KETGATE services in a standardised way. Eight services are therefore described (four services addressed to SMEs and four addressed to RTOs). Suggested methodologies, templates and additional tools, developed in the frame of other WPs (i.e. WPT2) are mentioned.

2. Introduction

The Validated Starter Kit is the complete service package the KETGATE Point has at disposal to provide services toward SMEs and RTOs.

The services were firstly defined and described in the Deliverable D.T1.2.9 “Smart KET access point Draft Starter Kit”. In the meantime, in the frame of WPT2, two other deliverables D.T2.1.3 and D.T2.2.4 developed tools and good practice to support RTOs in transnational SME servicing and in providing joint services with other RTOs.

During the pilot phase, all the services, tools and templates developed were tested and validated by the partners who gave their feedback.

The revised and validated starter kit is hereby described. It has been enriched by the Validated Toolboxes (D.T2.4.4 and D.T2.2.5) tested by the RTOs.

The services and the templates are available in the KETGATE network intranet as part of the induction path to support future KETGATE Points and RTOs.



3. The KETGATE services

As defined in D.T1.2.4, the KETGATE services target both, the Small and Medium-sized Enterprises (SMEs) and the Research Technology Organisation (RTOs). The companies need to receive qualified support to successfully apply KETs in their own business. The RTOs will be supported to increase their visibility, as well as to be connected with companies and KETs providers.

The services are primarily provided by the KETGATE Points. However, also the RTOs accredited in the network are requested to understand the provided services, since they have several tasks to fulfil, such as processing the companies' request and delivering the outcomes.

The services targeted for SMEs are strictly connected with the ones targeted for RTOs so that in some cases they resemble. Therefore, crosslinks among tools and template are underlined.

Table 1: Services targeted for SMEs and RTOs

SERVICES FOR SMES	Evaluating the innovation capacity of your company	Facilitating your cooperation with RTOs	Providing you information on RTO services	Providing you information on funding schemes
SERVICES FOR RTOS	Promoting your latest developments and services	Connecting you with SMEs across Europe	Strengthening your cooperation with other RTOs across Europe	Providing you information on funding schemes

Table 2: Services for SMEs

SERVICES FOR SMES	Evaluating the innovation capacity of your company	Facilitating your cooperation with RTOs	Providing you information on RTO services	Providing you information on funding schemes
TEMPLATES	Feedback report	Service Request Form	1)Reference Project 2)Scientific Publication 3)Patent publication	Service provided through the KETGATE website
Suggested TOOLS/METHOD.	Respice	Company visit	Publication through the KETGATE website	Service provided through the KETGATE website



Table 3: Services RTOs

SERVICES FOR RTOs	Promoting your latest developments and services	Connecting you with SMEs across Europe	Strengthening your cooperation with other RTOs across Europe	Providing you information on funding schemes
TEMPLATES	NO	Figure 1 Figure 2	Figure 1 Figure 2	Service provided through the KETGATE website
Suggested TOOLS/METHOD.	Explanation of the KETGATE working mode	Figure 1 Figure 2	Figure 1 Figure 2	Service provided through the KETGATE website

























-  01_RTO-Knowhow-Facilities-Services
-  02_Business Advisor
-  03_RTO-SME-Cooperation
-  04_KETGATE Awareness
-  KETGATE-Tool 2A (Date) Service Provision Template
-  KETGATE-Tool 2B (Date) Structured profiling of RTO know-how Template
-  KETGATE-Tool 2E (Date) Technology Description
-  KETGATE-Tool 4A (Date) Publication Template
-  KETGATE-Tool 4B (Date) Patent Template
-  KETGATE-Tool 4C (Date) Reference Project Template
-  KETGATE-Tool 4D (Date) Video Template
-  KETGATE-Tool 7 (Date) Contacting & Visiting SME Template
-  KETGATE-Tool 9A (Date) Accession Template
-  KETGATE-Tool 9B (Date) Cooperation Agreement Template
-  KETGATE-Tool 9C (Date) Service Request Template
-  KETGATE-Tool 9D (Date) Offer Template
-  KETGATE-Tool 9E (Date) Service Contract Template
-  KETGATE-Tool 9F (Date) Report Template
-  KETGATE-Tool 9G (Date) Success story Template
-  KETGATE-Tool 9H (Date) Expression of Interest Template
-  KETGATE-Tool 10A (Date) Innovation Survey Respice Template
-  KETGATE-Tool 10B (Date) Innovation Report Template

Figure 1:

Overview over all tools (templates) of the KETGATE projects and the related folders available in the intranet



a)

1 RTO Know-How, Facilities, Services

Tool 2A
Service Provision

Tool 2B
Structured Profiling
of RTO Know-How

Tool 2E
Technology Description

Tool 9H
Expression of Interest

Tool 4A
Publication

Tool 4B
Patent

Tool 4C
Reference Project

Tool 4D
Video

b)

Business Advisor visits SME **2**

Tool 1
Map

Tool 10
Webinar

Homepage

Tool 6
B2 Match

Tool 5
Online Matching Tool

Tool 7
Contacting & Visiting SME

Tool 9C
Service Request

Tool 10A
Innovation Survey Respire

Tool 10B
Innovation Report




c)

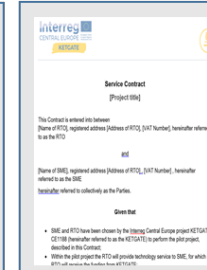
3
RTO-SME Cooperation



Tool 9A
Accession



Tool 9D
Offer




Tool 9E
Service Contract



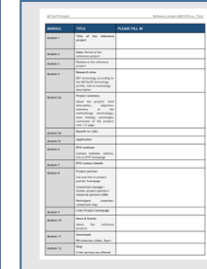
Tool 9F
Report



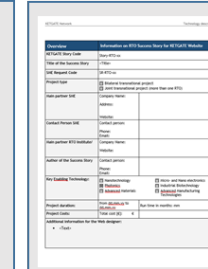
Tool 4A
Publication



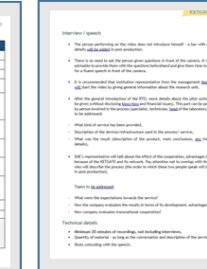
Tool 4B
Patent



Tool 4C
Reference Project



Tool 6
Success story




Tool 4D
Video


d)

KETGATE Awareness


4



Tool 1
Map



Tool 10
Webinar



Homepage

Figure 2: Overview: tools required for a) the RTO Knowhow, b) the RTO-SME cooperation c) the Business Advisor and d) the KETGATE awareness



4. The KETGATE Point services for SMEs

4.1. Service: Evaluating the innovation capacity of your company

► GOALS

The service is intended to provide companies an **assessment of their innovation capacity** for two main goals:

- To suggest and advise clients about how to improve their innovation strategy, how to analyse their potentialities and how to overcome their weaknesses
- To segment clients in order to help the Business Advisor (BA) to understand which is the best approach to serve companies in coherence with their “innovation maturity”. In addition, the information collected is needed to select which KETGATE service suits the specific client.

► PROCESS

In each KETGATE Point the BA is responsible to perform the innovation assessment.

The service could be requested by a company, contacting the KETGATE Point or could also be proposed by the BA in the frame of an organized audit campaign.

It is advisable to perform the assessment through a company visit, arranging a specific appointment that could allow the BA to present the overall KETGATE service package and to collect concrete insights from the company, its business and its infrastructure and equipment.

Nonetheless, the assessment could also be performed through a telephone interview or during a one-to-one meeting at the KETGATE Point premises.

► LINK TO OTHER SERVICES

This service could be connected to the service “Facilitating your cooperation with RTOs” because in parallel with the innovation assessment, a technology audit could also be carried out and the overall information processed to be shared with the RTOs of the network.

► METHODOLOGY

The assessment of the innovation performance should be based on a structured methodology that allows BAs to collect data, assess the company’s performance against a specific set of criteria and possibly benchmark the individual outcomes with the performance of other companies. Several tools/methodologies to assess innovation are available on the market and most of them are fine-tuned to produce automatically graphics showing the company “position” accordingly to the specific scores assigned.

The resulting reports and the recommendations for improvement are therefore strictly connected with the benchmarking criteria and the methodology behind each specific tool.

Since the capacity to provide an innovation assessment is part of the required skills of a Business Advisor (see deliverable 1.2.4), it is likely that different methodologies are already used by the KETGATE Points. In any case, it is mandatory that the **same standard feedback report** is delivered by each KETGATE Points for each performed assessment (see template below). In case a KETGATE Point has not a preferred tool already in place, it is suggested to use the **Respice innovation audit methodology**.



► **THE RESPICE INNOVATION AUDIT METHODOLOGY**

RespiceSME is a Horizon 2020 funded project aimed to reinforce the innovative capacity of Europe’s photonics Small and Medium Enterprises (SMEs), clusters and national platforms by stimulating targeted collaborations in and beyond photonics. See <https://www.respice-sme.eu/> for more information. The handbook which includes the **methodology** and the **assessment tool** can also be downloaded: <https://www.respice-sme.eu/respicesme-toolbox/the-respicesme-handbook/>. In the frame of the project a methodology and an audit tool to assess innovation performance has been developed. The concept of the innovation audits is mainly based on the Potential Innovation Index (PII) by Boly, which has been adapted to the specific context of high-tech photonics SMEs. Taking into account the theoretical foundations of the PII has been developed a questionnaire for assessing the individual innovation potential of high-tech photonics SMEs.

The innovation audit questionnaire allows examining a company’s performance and capacity in seven fields of innovation practices:

1. Ideas creation and creativity
2. Design and new product development
3. Competency management
4. Competitive technology intelligence
5. Project Management
6. Knowledge Management
7. Value Chain Analysis

Table 1: suggested feedback report - SESSION FOR INTERNAL USAGE (TO BE COMPLETED IN ENGLISH)

INFORMATION	DESCRIPTION
CODE of service	IA(=Innovation Assessment)+KETGATE Point+ consequent number Es. IA -VI-01
Assessment performed by:	Name of the Business Advisor who performed the assessment
KETGATE point	Name of the host organisation
Date of the assessment	dd/mm/yyyy
Introduction	Please explain how the information has been collected (company visit/face to face meeting/phone) and which methodology/tool has been used (e.g. RESPICE)
Name of the company	
Country	It could be different from the KETGATE point
Nace Code	Please refer to Nace Code Rev. 2
Number of employees	
Turnover	€
Overall company position	Please accordingly to the selected methodology, describe how in general the company is performing
Specific criteria outcomes	Accordingly to the tools/methodology used, please report the main outcomes (strengths and weaknesses) per criteria. Please add a graphic (e.g. spider gram) if available
Recommendations	Please sum up the improvement actions you suggest to the assessed company.
Ready for cooperation with KETGATE RTO	YES/NO



Table 2: suggested feedback report - FEEDBACK FOR COMPANY (TO BE COMPLETED IN THE CLIENT'S MOTHER LANGUAGE)

<p>Suggested introduction: Your company has been measured against companies interested in improving their innovation process. With our assessment we have identified where your company is strong and where is weak. The following is a summary of the main outcomes and it includes some advices on what to focus in order to strengthen these areas and to valorize more your potentialities.</p>
<p>The innovation assessment results Accordingly to the tools/methodology used, please report the main outcomes (strengths and weaknesses) per criteria. Please add a graphic (e.g. spider gram) if available (you can translate what you have already reported in English)</p>
<p>The action plan Please sum up the improvement actions you suggest to the assessed company.</p>

4.2. Service: facilitating your cooperation with RTOs

► GOALS

This service is intended to connect SMEs with the most fitting and available RTOs in the KETGATE network.

The service has two main key points that Access Points have to consider:

- BA guides SME: the companies is guided by the BA in the process of selecting the appropriate RTO according to the assessment performed (see D.T1.1.5). Moreover, the BA establishes the first RTO-SME contact. This is normally a difficult step for the SME because it is time-consuming and difficult to evaluate the application potentials and the technical RTO competences. In addition, companies tend to consider only RTOs that are located nearby and speak the same language.
- BA provides a suitable service request: a service performance of high quality is only possible, if at the same time the RTO has a good understanding of the SMEs' technological needs and the SME receives clear information about the RTOs competences.

► PROCESS

The RTO service can be provided through three different channels and modalities:

- The website: the RTO's profiles are published in a catchy way for a non-technical audience on the KETGATE website and kept are updated. Success stories and potential applications examples lead companies to the adequate RTOs.
- It is advisable that the responding RTO always alerts the BA, who is in charge in the company's area.
- Matching events: KETGATE organizes matching events that aim to facilitate the knowledge exchange among the RTOs in the network and interested companies. The creation of profiles and the possibility to book one-to-one appointment are a valuable opportunity for both, RTOs and the companies. They can explore mutual interest for cooperation.
- KETGATE Point working mode: the network has established a priority way to connect the needs of the SME and the competences of the RTO in order to speed up the linkage between



them. So, a quick cooperation agreement can be provided. This procedure is activated by the BA. A structured and standardized modality is foreseen. Here the procedure is described step by step:

STEP 1: The BA gets into contact with a company. After a first evaluation (see also service 1 - "Evaluating the innovation capacity"), the BA recognizes that a company has untapped potentialities that KETGATE could contribute to exploit. Moreover, the BA recognizes, that there are no available RTOs in the area that are able to provide the needed services.

STEP 2: The BA collects specific information about the technological needs and the potential of the company through during a company visit or a telephone interview. A specific template "RTO Service Request" has been created to standardize this information collection (Table 7).

STEP 3: The BA uploads the filled out "RTO Service Request" template in the KETGATE intranet and keeps it available for RTOs in case of information, that are required in future.

STEP 4: The RTOs in the network assess the "RTO Service Request" and provide a feedback to the BA, if they can offer specific services to the company.

STEP 5: In case of a positive feedback, the interested RTOs prepare an offer to the SME. This offer should include at least the description of specific services and an estimation of the foreseen costs. In this phase also a joint service proposal by more than one RTO could be submitted.

STEP 6: The BA interacts among the company`s feedback, such as (un)available services or the proposals submitted by the RTOs. The process is monitored by the KETGATE Board, which assures a sound quality and transparent procedures.

► LINK TO OTHER SERVICES

This service is connected to "Providing you information on RTO services" because the channel one (information provided through the website) is fed with the data (Technology profiles, Mapping with all RTOs, Promotion of patents, peer review papers, projects).

This service can also be connected to "Evaluating the innovation capacity of your company", since the evaluation of the innovation potentiality can be performed together with the technology assessment.

Moreover, this service is important for "Providing you services to bring your idea to the market" service because through the procedure described above, preparatory activities to set up a cooperative project among companies and RTO/RTOs are performed.



Table 3: RTO Service Request FORM (to be completed in English)

INFORMATION	DESCRIPTION	PLEASE FILL IN
Code of Service	<i>Please include the Acronym of the specific service SR (=Service Request) + KETGATE Point + a progressive number for your client, e.g. SR-VI-01</i>	
Title	<i>A short sentence summing the main focus of the SR</i>	
KETGATE Point	<i>Please include the name of the KETGATE point e.g. Veneto Innovazione</i>	
KETGATE Business Advisor (BA) assigned	<i>Fill in the name of the BA assigned</i>	
Date of Audit	<i>Please indicate when you have collected the information dd/mm/yyyy</i>	
Innovation Potentiality Assessed	<i>Please indicate if the company has already been evaluated for its innovation potentiality. If yes, please report the corresponding feedback code, e.g. IA -VI-01</i>	
Type and Size of Client	<i>Please indicate the type and size of the company.</i> <i>Large company >250 employees</i> <i>Medium-sized < 250 employees</i> <i>Small Company < 50 employees</i> <i>Micro < 10 employees</i>	
Year of Establishment	<i>Please include the year of establishment</i>	
Languages Spoken	<i>Please indicate which languages are spoken by the client's main contact (including mother tongue)</i>	
Turnover (€)	<i>Please indicate the turnover range:</i> <i>1-2 Million € 10-50 Million €</i> <i>2-10 Million € >50 Million €</i>	
Already Engaged in Trans-National Cooperation	<i>Is the client already experienced in transnational cooperation (e.g. Horizon 2020)? (Yes/No)</i>	
Summary for Media	<i>Include a short paragraph that sums up the need of the company. Please mind this part could be used for communication purpose</i>	
Extended Description of the Company	<i>Please use the audit outcomes to fill in this section. The elements that should be included are:</i> <i>Company market position</i> <i>Description of the technical problem to be solved, the process to be improved, description of the technology/expertise requested, specification of innovative aspects. Please specify why the client is looking for the cooperation (e.g. product development/cost reduction/market increased position/errors reduction etc.).</i> <i>Which stage of development should the technology have?</i>	
Technical Specification or Expertise Sought	<i>Please describe which kind of partner/cooperation the client is looking for</i> <i>What are the technologies you could imagine to be suitable /not suitable, are there specific requirements (e.g. temperature, pressure etc.), targeted prices, production throughput etc.?</i>	
NACE Keywords	<i>Please add NACE Keywords for your company:</i> http://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_NOM_DTL&StrNom=NACE_REV2&StrLanguageCode=EN&IntPcKey=&StrLayoutCode=HIERARCHIC&CFID=1110191&CFTOKEN=3ca0f6dad71d377-1F2DE4F0-F7BF-BCAE-31C18C386EA88F92&jsessionid=f900daad75c14b465532m	



4.3. Service: Providing you information on RTO services

A specific template has been structured to guide the RTOs in collecting the needed information. On the one hand, it allows interested SMEs to get to know the RTO and its competences. On the other hand, the KETGATE business advisor needs the information to recommend adequate RTOs for the specific needs of a customer SME. Moreover, it also helps to find new cooperation possibilities between KETGATE RTOs. To make the provided information comparable, the follower RTO is encouraged to follow the instructions in this document.

► TEMPLATE OF A REFERENCE PROJECT

The main goal for this service is to inform potential client-SMEs. The **reference projects** promote the expertise of the RTO and show their possible technological application fields. It is essential that all information for the modules 1-14 is provided. This is a prerequisite to obtain a consistent homepage image and to present the technology in a comprehensive way (Table 8).

The RTOs are responsible to update their list of reference projects on a regular basis. The information on reference projects can be added through the intranet.

The following information should be provided:

Table 4: Content of the reference project: General and advanced modules

Module	Title of the Module	Description of the Module
Module 1	<i>Title</i>	Title of the reference project
Module 2	<i>Date</i>	Period of the reference project
Module 3	<i>Picture</i>	Picture of the reference project
Module 4	<i>Research Area</i>	KET technology according to the KETGATE technology profile, link to technology description
Module 5a	<i>Project summary</i>	About the project: brief description, objective, summary of the methodology (technology), basic findings, advantages, conclusion of the project; max 1/2 page
Module 5b	<i>Benefit</i>	Benefit for SMEs
Module 5c	<i>Application</i>	Application
Module 6	<i>RTO institute</i>	Contact institute, address, link to RTO-homepage
Module 7	<i>RTO contact details</i>	Contact person, address, telephone, E-mail
Module 8	<i>Project partner</i>	List and link to project partner homepage Consortium manager/ further project partners/ industrial partners/SMEs Participant countries/ consortium map
Module 9	<i>Links Project homepage</i>	Link to project homepage
Module 10	<i>News & Events</i>	News and events about the reference projects
Module 11	<i>Downloads</i>	Downloads PR materials (video, flyer)
Module 12	<i>Blog</i>	If the services are offered
Module 13	<i>Funding</i>	Link to funding schemes (KETGATE service)
Module 14	<i>Other information</i>	e.g.: Vacancies/Jobs, infrastructure, more picture



Figure 3: Template of a reference project for the website

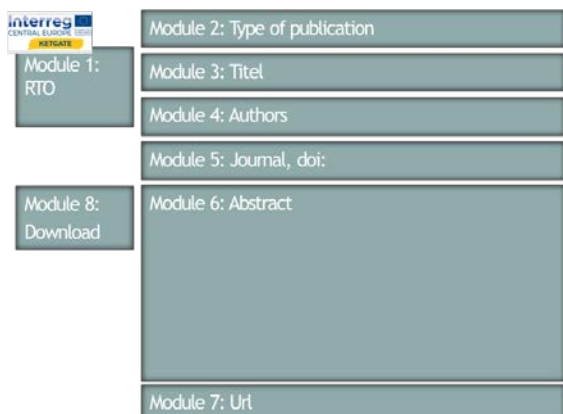
► **TEMPLATE OF A PUBLICATION (PEER REVIEW PAPER) DATABASE**

The publication database proves the scientific excellence of the RTO and provides a possibility to refer interested parties via a paper to the respective technology. Similar to other databases it is important to provide enough and meaningful keywords to optimize the search function (Table 9). The main goal for this service is to inform potential client-SMEs and interested parties.

The RTOs are responsible to update their list of publications on a regular basis. The information on publications can be added through the intranet. The following information should be provided:

Table 5: Publication database information

Module	Title of the Module	Description of the Module
Module 1	<i>RTO</i>	RTO-Institute
Module 2	<i>Type of Publication</i>	Scientific publication, Review, Report
Module 3	<i>Title</i>	Title of the publication/patent
Module 4	<i>Authors</i>	Authors of the publication
Module 5	<i>Journal, doi:</i>	Designation of the journal
Module 6	<i>Abstract</i>	Short Description
Module 7	<i>Url:</i>	Designation URL
Module 8	<i>Download</i>	If available



Materials **Scientific publication**

The Development of Indicator Cotton Swabs for the Detection of pH in Wounds

Publication from **Materials Sensors and Functional Printing**

Christy Schaub, Eleonore Fröhlich, Claudia Meindl, Jennifer Attard, Barbara Binder, Dr. Gerhard Mohr

Sensors 2017, 17, 1365; doi:10.3390/s17061365, 6/2017

Abstract:
Indicator cotton swabs have been developed in order to enable faster, less expensive, and simpler information gathering of a wound status. Swabs are normally used for cleaning the wound, but here, they were covalently functionalized with indicator chemistry. Thus, they in principle enable simultaneous wound cleaning and wound pH detection. Using an indicator dye with a color change from yellow to red, combined with an inert dye of blue color, a traffic light color change from green to red is induced when pH increases. The indicator cotton swabs (ICs) show a color change from green (appropriate wound pH) to red (elevated wound pH). This color change can be interpreted by the naked eye as well as by an optical color measurement device in order to obtain quantitative data based on the CIE L*a*b* color space. Two types of swabs have been developed—indicator cotton swabs ICS1 with a sensitive range from pH 5 to 7 and swabs ICS2 with a sensitive range from 6.5 to 8.5. The swabs are gamma-sterilized and the effect of sterilization on performance was found to be negligible. Furthermore, cytotoxicity testing shows cell viability and endotoxin levels to be within the allowable range.

URL: <http://www.mdpi.com/1424-8220/17/6/1365>

Figure 4: left: Template showing the detailed search results of the publication and right: example of a detailed search result

► **TEMPLATE FOR A PATENT**


The patent database is a means to show the competence of the RTO (Table 3). Moreover it assures potential clients that the RTO has a USP in the specific field and is the best partner or this application. The main goal for this service is to inform potential client-SMEs.


The RTOs are responsible to update their list of patents on a regular basis. The information on patents can be added through the intranet. The following information should be provided:

Table 6: Patent (Intellectual Property) modules

Module	Title of the Module	Description of the Module
Module 1	<i>RTO</i>	KETGATE RTO-Institute
Module 2	<i>Picture</i>	Picture or series of pictures
Module 3	<i>Title</i>	Title of the publication/patent
Module 4	<i>Patent number</i>	Number of patent
Module 5	<i>Patent abstract</i>	Short summary of the patent
Module 6	<i>Type</i>	Type of the patent
Module 7	<i>Filed</i>	Date
Module 8	<i>Date of the patent</i>	Date
Module 9	<i>Priority claim countries</i>	List of the priority claim countries of the patent
Module 10	<i>Assignee</i>	Name (surname, first name), address of the applicant, (the person or organisation, which has filed patent application)
Module 11	<i>Inventors</i>	Surname and first name of the inventors
Module 12	<i>Download</i>	If available



Module 1: RTO	Module 2: Series of pictures 
	Module 3: Title
	Module 4: Patent number
	Module 5: Patent abstract
	Module 6: Type
Module 12: Download	Module 7: Filed
	Module 8: Date of patent
	Module 9: Priority claim countries
	Module 10: Assignee
	Module 11: Inventors
	Download: Patent.pdf



Modular microfluidic systems on plastic foils
Patent: EP 1069819
Abstract: In modern medicine the treatment is becoming more and more personalized. The demand for very small, highly productive and cost-efficient single use platforms increases rapidly for in-vitro-diagnostics, patient monitoring as well as biotechnical analysis. Miniaturized bioanalytical systems are known as "labs-on-a-chip" and often are produced by injection molding. MokiFusiFoil investigates large-area techniques for a production of such systems-on-foil. Micro- and nanostructures are applied on plastic foils via UV-imprinting in a roller-based production area. This enables a higher flexibility concerning material classes and substrates, a faster development process and a higher structure quality.
Type: Grant
Filed: February 25, 2014
Date of Patent: June 5, 2018
Claim Countries: EU
Assignee: JOANNEUM RESEARCH Forschungs mbH
Inventors: Babara Stadlober, Paul Hartmann, Maria Belegrats

Figure 5: left: Template of patents and right: example of a patent website

4.4. Service: Providing you information on funding schemes

To bring ideas successful to the market, it is important to get information on possible funding schemes. The BA is responsible to update the list of funding schemes in the KETGATE Point intranet. For more information on funding schemes, please see paragraph 5.4



5. The KETGATE Point services for RTOs

In the following chapters, the KETGATE services for RTOs are described. As previously mentioned, several services provided to RTOs have crosslinks with the services provided toward SMEs and/or are already described in detail in chapter 4.

5.1. Promoting your latest developments and services

► GOALS

This service is intended to rise the RTOs' awareness. It shall promote their competences and qualified services towards potential interested SMEs.

► PROCESS

The RTOs are responsible to update their profiles and the information about their technologies on a regular basis. The information will be published on the website. The service is structured in two parts:

- The KETGATE Point supports the RTO in mapping and collecting fine-tuned information about its profiles, competences, projects, and patents
- The competences are promoted through the website: the RTO's profiles are written in a catchy way that is suitable for a non-technical audience. The information is published and kept updated on the KETGATE website. Success stories and potential applications examples attract companies to contact the most suitable RTO.

► LINK TO OTHER SERVICES

This service is strictly connected to "Providing you information on RTO services" because the channel one (information provided through the website) is fed with the data provided by the "technology profile", "mapping with all RTOs", "promotion of patents", "peer review paper", "projects", that have already been collected for this service and for the service "Providing you information on RTO services" (compare chapter 4.3 for more information).

In deliverable D.T2.2.6 (3 KET TI profiles + with detailed descriptions of services, TRL level and sector knowledge), JOANNEUM RESEARCH has summarized three key enabling technology (KET) profiles, including detailed descriptions of services, technological readiness (TRL) level and sector knowledge of each RTO in order to exploit synergies among RTOs and to facilitate KET access to SMEs.

After the pilot project phase, all these templates have been evaluated in the deliverable D.T. D.T3.4.5. The revisions have taken place in the deliverable D.T 2.2.5.



5.2. Connecting you with SMEs across Europe

► GOALS

This service is intended to support RTOs in identifying the needs of SMEs across Europe and connect the RTOs with the SMEs.

► PROCESS

This service is based on the KETGATE Point working mode (D.T1.2.1). The needs' assessment is performed through the methodology described in service 1 for SME "Evaluating the innovation capacity of your company" and service 2 for SME "Facilitating your cooperation with RTOs". In particular, the template "RTO Service Request FORM" will be used to transfer the SME's technology needs to the accredited RTOs in order to check whether services or technologies are available to fulfil the assessed needs.

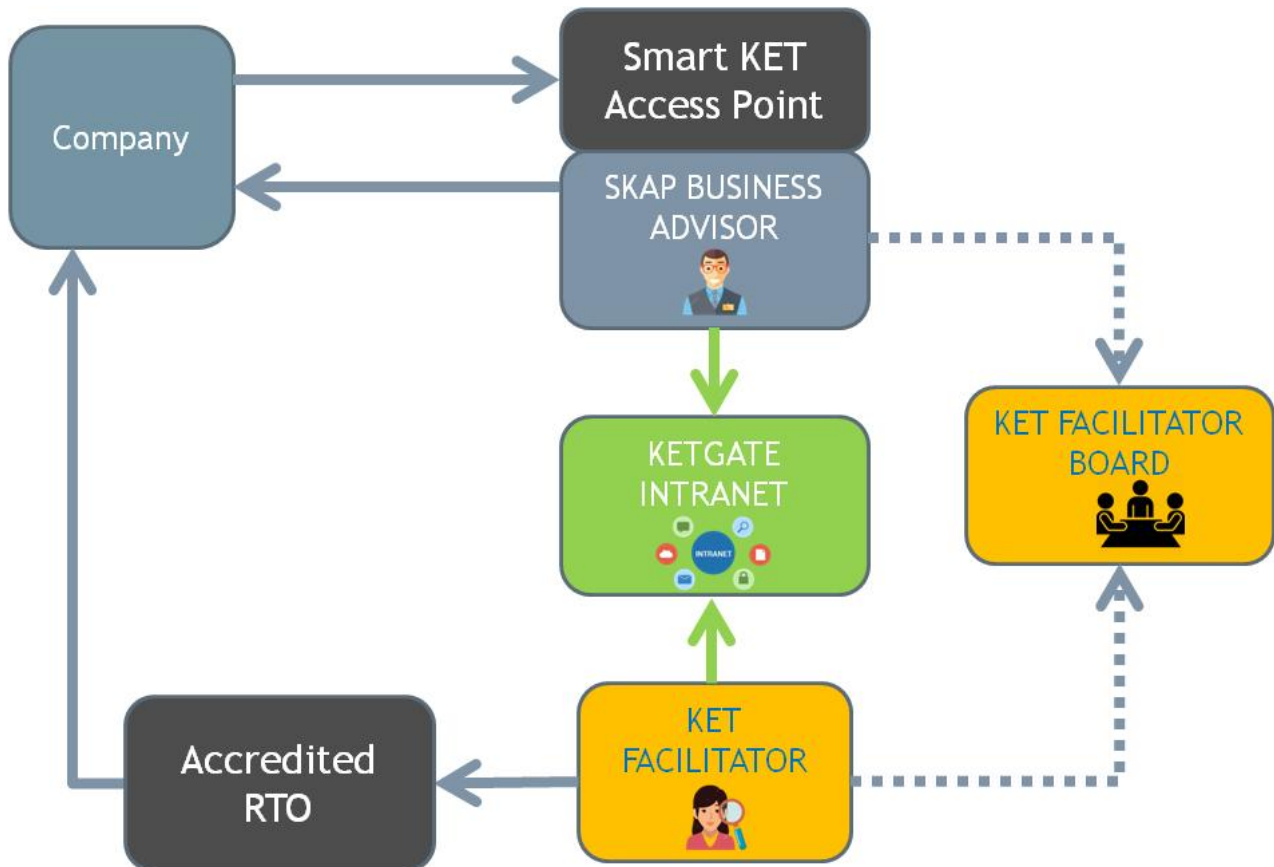


Figure 6: Graphical representation of the KETGATE access point working mode.

► LINK TO OTHER SERVICES

This service is strictly connected with service 1 for SME "Evaluating the innovation capacity of your company" and service 2 for SME "Facilitating your cooperation with RTOs" (please see chapter 4.1 and 4.2 for more information).



5.3. Strengthening your cooperation with other RTOs across Europe

The main task of the deliverable D.T.2.2.4 (Draft Toolbox for exploration and definition of joint service offers among groups of RTO) has been the development of a catalogue of collected collaboration & business models for RTO profiling and the exploration of complementarities for joint service offers. The tools presented in that document were designed to assist the KETGATE Business Advisors in finding the appropriate RTOs with single or joint services. In addition, the tools should support and strengthen RTO/RTO collaboration within KETGATE.

After the pilot project phase, all these templates have been evaluated in the deliverable D.T.3.3.4. The revisions have taken place in the deliverable D.T.2.1.4.

The following tools will strengthen the cooperation between RTOs across Europe:

- Matchmaking events organized by KETGATE Points
- Evaluation of RTO capabilities and competences
- Simple procedures to sign contracts
- Search function on www.ketgate.eu to find information of other RTOs.

5.4. Providing you information on funding schemes

► GOALS

The service provides RTOs and SMEs information on funding schemes to reach the following main goals:

- To suggest RTOs and SMEs funding opportunities and ways to finance and further develop their innovative ideas to bring them to the market.
- To help the Business Advisor (BA) in case of questions regarding financing. The BA can search in the database to give a RTO or SME some advice to whom they might contact for further information and support. It is not the task of the BA to carry out a funding consultancy.

► PROCESS

The BA of each KETGATE Point is responsible to provide relevant information on funding schemes. It is the decision of the BA, if a funding scheme is relevant or not. The information will be uploaded through the KETGATE Point Intranet.

There is a distinction between regional funding, national funding and EU funding. It is the responsibility of the BA of the respective country to upload the latest information on *regional* and *national funding schemes* to the website. In case of a) and b), the information shall be provided in the national language.

All BAs are responsible to provide information on *EU funding* possibilities. As EU funding is not limited to one country, information should always be provided in English.

Before uploading an EU funding scheme the BA must check, whether this information has already been uploaded by another BA. If not, the BA can upload the information in English.

The funding schemes are not intended as basis of a funding consultancy. On the one hand, interested SMEs and RTOs should have the opportunity to inform themselves about funding opportunities. On the other hand, the BA can search through the database on the website in case of funding questions of clients and refer them to relevant contact persons for further consultancy.



▶ **LINK TO OTHER SERVICES**

The information on funding schemes will also be part of the service for SMEs “Providing you information on funding schemes”.

▶ **METHODOLOGY**

The information to be provided should include at least:

- The title of the Funding Scheme
- The eligible Funding Area
- The potential Beneficiaries
- The Eligible Key Enabling Technologies
- The Type of funding
- The Funding Authority (national, regional, EU)
- The Amount of funding
- the Deadline for application
- Website to find further information

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