

QUESTIONNAIRE

for identification and description of transfer
promotors

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Introduction

This questionnaire was elaborated to identify and specify all `transfer promoters` being currently active in the border regions around Saxony (Germany), Lower Silesia (Poland) and the Usti-Region (Czech Republic).

The activities of `transfer promoters` are aimed at initiating, implementing and supporting knowledge and technology transfer projects between science and economy. Transfer promoters work in research institutions (e.g. transfer offices), associations related to enterprises (e.g. chambers of commerce), regional administrations, various intermediary institutions (such as technology parks and centres) and further independent institutions.

Our common understanding of transfer

Knowledge and technology transfer is understood as the target-oriented, intentional transmission of innovative expertise, knowledge, ideas and/ or innovative technologies from the technology grantors (suppliers) to the technology users, as well as the economic exploitation of these ideas and expertise. From our understanding, the transfer process of innovative knowledge and/ or innovative technologies is completed upon their diffusion in the market. The process of transfer includes the following activities:

- Identification, description and dissemination of an innovative idea that is applicable in a profitable manner,
- Making contacts between potential technology suppliers (similar to a licensor) and technology users (similar to a licensee), and transfer promoters
- Protection of an idea by taking out a patent, preparation of the exploitation of the idea in a profitable manner (including start-ups) as well as
- Collective strategic progressive advancement of the associated research field the focussed idea (to be exploited profitably) comes from, including the establishment of networks by future technology suppliers and technology users.

The participating regions distinguish in terms of their regional conditions and limiting factors. Thus, the individual tasks' importance within the transfer process depends on the region and its specific development level achieved in the respective domain.

Figure 1 shows the activities being part of the process of transfer. It is used for orientation within the survey of transfer promoters.

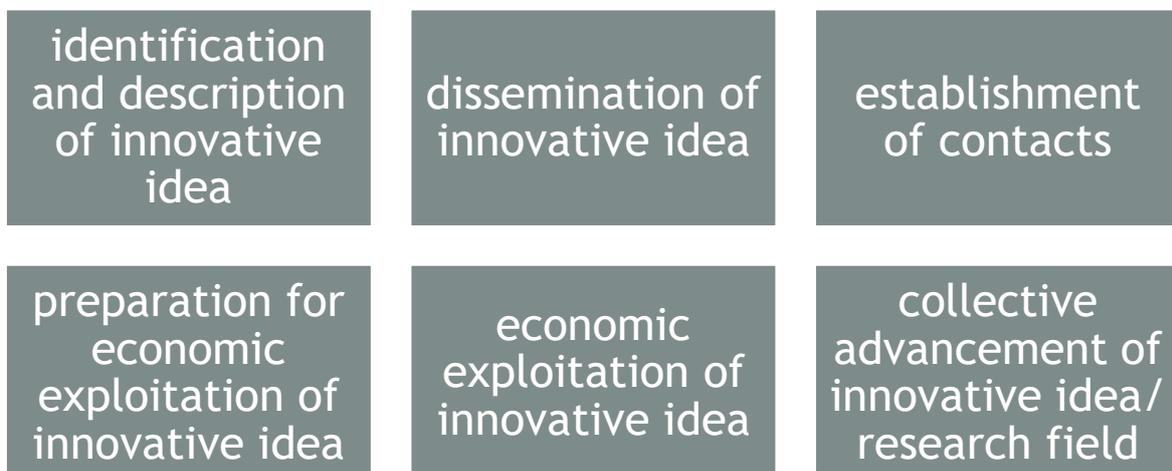


Figure 1: Activities within the transfer process as a basis for data acquisition



1. General information

Please add general introductory information about your organisation!

Name of organisation		
Department/ division/ centre ¹		
Managing director, head (title, first name, surname)		
Country	<input type="checkbox"/> Republic of Poland <input type="checkbox"/> Czech Republic <input type="checkbox"/> Federal Republic of Germany	
Street		
Zip-code		
City/town		
Telephone		
E-mail (<i>general neutral address being always valid and accessible</i>)		
URL		
Year of foundation (if applicable)		
Number of employees, working in transfer processes (approx.)		
Which type of organisation does your organisation belong to?	<input type="checkbox"/> company <input type="checkbox"/> research institution	<input type="checkbox"/> university <input type="checkbox"/> public institution
Aim/role (from its own point of view) of the institution with respect to the transfer process (max. 1000 charac- ters)	<i>e.g Please describe your key activities in technology transfer, your key competencies, unique selling point!</i>	
Main area of the organisation's activi- ties with respect to the key topics	<i>e.g. biotechnology, materials, physics</i> Mandatory input	
Who is the main contact person for transfer in your institution?		
Name:		
Telephone:		
E mail:		

Offered transfer activities

¹ If there are large organisations like universities, please make several entries per organisation. The distinctive criterion should be their independent work.



2. Offered transfer activities

2.1. identification and specification of the exploitable idea²

Which services do you offer in terms of the identification and description of innovative and economically applicable ideas?

Several answers possible	Your offered transfer services	Text input for detailed explanation (optional)
<input type="checkbox"/>	identification of current research results in research institutions, universities (<i>e.g. using technology scouting</i>)	
<input type="checkbox"/>	foster scientists in the description of the exploitable idea, focussed on its application in enterprises	
<input type="checkbox"/>	technology assessment according to technical, legal and economical aspects (<i>such as technology maturity level, patentability, standard conformity, necessary licensing procedures</i>)	
<input type="checkbox"/>	determination of the potential technology users' (licensees) needs and requirements	
<input type="checkbox"/>	miscellaneous:	
<input type="checkbox"/>	not applicable	

² Response required.



2.2. Dissemination of the innovative and economically exploitable idea³

Which services do you offer in terms of the dissemination of innovative and economically applicable ideas?

several answers possible	your transfer services	text input for detailed explanation (optional)
What do you publish and disseminate?		
<input type="checkbox"/>	portfolio of patents: own patents and patents of research institutions, universities	
<input type="checkbox"/>	user-oriented descriptions of the idea (technology), (<i>such as technology offers and technology files</i>)	
Which publication modes and media do you use?		
<input type="checkbox"/>	various print media	
<input type="checkbox"/>	data-bases, online platforms, websites introducing innovative ideas	
<input type="checkbox"/>	newsletters/RSS	
<input type="checkbox"/>	brokerage events (events bringing together developers and potential users)/ meetings introducing economically applicable research results	
<input type="checkbox"/>	demonstrators	
<input type="checkbox"/>	miscellaneous:	
<input type="checkbox"/>	not applicable	

³ Response required.



2.3. Establishment of contacts⁴

Which services do you offer to **bring together** parties that could be relevant for the application of new ideas and technologies?

several answers possible	your transfer services	text input for detailed explanation (optional)
<input type="checkbox"/>	implementation of visits in research institutes or enterprises	
<input type="checkbox"/>	implementation of meetings, workshops, conferences (<i>e.g. for initiating and intensifying contacts between science and business, for discussing detail information about innovative ideas and technologies</i>)	
<input type="checkbox"/>	sub-sequential evaluation of discussions between technology suppliers (similar to licensors) and technology users (similar to licensees), such as <i>finding out whether the partners can go on discussing the technology/ results independently or need additional support</i>	
<input type="checkbox"/>	organisation of topic-specific workshops, fairs or similar activities in order to foster special ideas	
<input type="checkbox"/>	initiating and presenting/ moderating bilateral and subject-specific discussions held by technology suppliers and potential users	
<input type="checkbox"/>	miscellaneous:	
<input type="checkbox"/>	not applicable	

⁴ Response required.



2.4. Preparation of the economic exploitation of innovative ideas/ technologies⁵

Which services do you offer in terms of the preparation of economic exploitation of an (innovative and economically applicable) idea/ technology?

several answers possible	your transfer services	text input for detailed explanation (optional)
<input type="checkbox"/>	contract research (e.g. initiating, bringing together the potentially exchanging parties, project management) → definition: contracts between companies and research facilities; the purpose of this contract is that a research institution develops a specific solution for problems of the company acting as the customer. The cooperation is aimed at short term results.	
<input type="checkbox"/>	research cooperation → definition: A cooperation without previous definition of the implementation and the application of results; however, the topic under investigation is of general/ public interest. The scientific partner and the economic partner make their contributions for investigating the specific research problem. The cooperation is planned for the medium or long term.	
<input type="checkbox"/>	consulting on technical issues in order to support the final implementation of new technologies or processes in enterprises: (e.g. support for adapting new technologies to the existing equipment in the company)	
<input type="checkbox"/>	consulting to find out and make use of the resources required for the final implementation of new technologies or processes in enterprises (e.g. support in scouting out and canvassing of funding options for the implementation of new technologies in a company, support in the management of licensing procedures)	
<input type="checkbox"/>	concepts for and execution of qualification measures for the future personnel focussed on the exploitable idea/ technology (e.g. conceptual design and implementation of trainings, e-learning, workshops)	
<input type="checkbox"/>	boosting acquisition of financing or funding of the defined transfer (e.g. consulting, bringing potential partners together)	specification of funding sources (e.g. regional, national, EU funds)
<input type="checkbox"/>	initiation and supervision of the personnel exchanged between research facilities and enterprises	
<input type="checkbox"/>	spin-off creation by your organisation	
<input type="checkbox"/>	miscellaneous:	
<input type="checkbox"/>	not applicable	

⁵ Response required.



2.5. Economic exploitation (patenting, licensing, spin-offs)⁶

Which services do you offer in terms of the economic exploitation of innovative and economically applicable ideas?

several answers possible	your transfer services	text input for detailed explanation (optional)
<input type="checkbox"/>	supporting patent exploitation/ licensing (e.g. <i>patent search; market analysis, foundation consulting</i>)	
<input type="checkbox"/>	support of licensing (e.g. <i>market analysis, legal consulting</i>)	
<input type="checkbox"/>	supporting implementation of spin-offs based on innovative ideas/ technologies	
<input type="checkbox"/>	→ only Polish partners: add SPV as one way for economic exploitation	
<input type="checkbox"/>	miscellaneous:	
<input type="checkbox"/>	not applicable	

⁶ Response required.



2.6. Advancement of economically applicable and innovative ideas or research fields⁷

Which services do you offer in terms of collective advancement of innovative and economically applicable ideas resp. research fields?

several answers possible	your transfer services	text input for detailed explanation (optional)
<input type="checkbox"/>	establishment of institutional structures for the cooperation between science and economy (<i>e.g. endowed chairs, joint research institutions as a kind of public private partnership, associated institutes closely connected with universities</i>)	
<input type="checkbox"/>	initiation and implementation of tools that do not follow an institutional structure (networks, discussion groups, alliances, clusters)	
<input type="checkbox"/>	support to the establishment of students' projects and looking after the students' work in the form of preliminary studies aimed at: the preparation of the implementation of innovative ideas/ new technologies in enterprises; the application of scientific results to tackle with practical problems in enterprises; the detection of deficits and bottlenecks that could make the application of new ideas and technologies in the enterprises difficult	
<input type="checkbox"/>	miscellaneous:	
<input type="checkbox"/>	not applicable	

⁷ Response required.



3. Details about the contact persons (optional)⁸

If you would like to add detailed information about contact persons for individual transfer services, please insert in the following table!

contact person for:	identification/ description of the innovative and economically applicable idea	dissemination of the innovative and economically applicable idea	establishment of contacts	preparation of economic exploitation of innovative ideas/ technologies	economic exploitation	advancement of economically applicable and innovative ideas or research fields
title						
first name						
surname						
telephone						
Fax						
e-mail						

⁸ if you would like to give detailed information about contact persons.



4. Geographical range of transfer activities⁹

In which **geographical area** do you offer your transfer activities and services?

several answers possible	geographical range of your transfer services	text input for detailed explanation (optional)
<input type="checkbox"/>	regional	
<input type="checkbox"/>	national	
<input type="checkbox"/>	cross-border (PL ↔ CZ; PL ↔ GE; CZ ↔ GE)	
<input type="checkbox"/>	European-wide	
<input type="checkbox"/>	world-wide	

if necessary, input text to precise the limitation/specification of transfer services in the foreseen field

5. Target groups that benefit from offered transfer activities¹⁰

Which **target groups** do have a benefit from your offered transfer activities and services?
 Please describe your target groups according to the following aspects!

several answers possible	aspects describing your target group	text input for detailed explanation (optional)
What kind of organisations are your target groups?		
<input type="checkbox"/>	predominantly organisations offering or developing innovative ideas/ new technologies	
<input type="checkbox"/>	predominantly organisations demanding for innovative ideas or new technologies	
<input type="checkbox"/>	both, likewise	

⁹ Response required.

¹⁰ Response required.



Which **businesses** do your target groups come from? (several answers possible)¹¹

<input type="checkbox"/>	Agriculture, forestry and fishing	
<input type="checkbox"/>	Mining and quarrying	
<input type="checkbox"/>	Manufacturing	
<input type="checkbox"/>	Electricity, gas, steam and air conditioning supply	
<input type="checkbox"/>	Water supply; sewerage, waste management and remediation	
<input type="checkbox"/>	Construction	
<input type="checkbox"/>	Wholesale and retail trade; repair of motor vehicles and mo-	
<input type="checkbox"/>	Transportation and storage	
<input type="checkbox"/>	Accommodation and food service activities	
<input type="checkbox"/>	Information and communication	
<input type="checkbox"/>	Financial and insurance activities	
<input type="checkbox"/>	Real estate activities	
<input type="checkbox"/>	Professional, scientific and technical activities	
<input type="checkbox"/>	Administrative and support service activities	
<input type="checkbox"/>	Public administration and defence; compulsory social security	
<input type="checkbox"/>	Education	
<input type="checkbox"/>	Human health and social work activities	

What **number of employees** do your target group organisation(s) have? (several answers possible)

<input type="checkbox"/>	<10
<input type="checkbox"/>	10 - 99
<input type="checkbox"/>	100 - 499
<input type="checkbox"/>	>499

if necessary, input text to specify the regional range of the transfer services in the foreseen field

6. References

If you would like to specify one or more successful example(s) of technology transfer between science and economy, please describe it here! (max. 2000 characters)

¹¹ Source: broad structure of NACE Rev. 2