

## Call for project proposals for „Helmholtz Enterprise“

04 September 2020

### 1. Objective of the funding instrument

The "Helmholtz Enterprise" spin-off program is part of the Helmholtz Association's Initiative and Networking Fund [Impuls- und Vernetzungsfonds] and supports the establishment of spin-off companies from Helmholtz Centers. With "Helmholtz Enterprise" we strengthen the transfer culture and promote entrepreneurship among employees of the Helmholtz Association.

Helmholtz Enterprise consists of two **independent modules, which can be applied for independently of each other**. The **Field Study Fellowship** finances a budget for personnel and material costs for the Helmholtz Centers or their institutes in order to identify customer needs through interviews and market research. The **Spin-off Program** finances the establishment of start-up teams working at the Center and the implementation of start-up projects. The Spin-off Program also finances externally found team members if required and the expansion of start-up competencies of the internal team, e.g. by participating in entrepreneurship training.

Applying for the Spin-off Program is possible even if an application for the Field Study Fellowship has not been submitted. Applicants for the Spin-off Program who have not completed the Field Study Fellowship have gained an understanding of the "job to get done" of potential clients in another way. The Field Study Fellowship is nevertheless recommended to prepare for a possible start-up project. The Field Study Fellowship can facilitate an application for the Spin-off Program. However, a completed Field Study Fellowship does not require an application for the Spin-off Program.

The funded projects will be supported within the framework of the program. Support is provided within the framework of the respective module, by the local Transfer Offices and the Transfer and Innovation Division of the Helmholtz Office.

If you have any questions about Helmholtz Enterprise, please contact the Transfer and Innovation department at the Helmholtz Office:

Julian Alexandrakis, +49 30 206329-77, [julian.alexandrakis@helmholtz.de](mailto:julian.alexandrakis@helmholtz.de).

## 2. Scope of funding through Initiative and Networking Fund

Field Study Fellowship	Spin-off Program
<b>Max. 25,000 €</b> <b>Application volume max. 20,000 €</b> , as 5,000 € are reserved centrally for coaching. Co-funding by the Center is not required.	<b>Max. 200,000 € (thereof up to 100,000 € performance-based for months 9-14)</b> A <b>minimum 25 % participation</b> by the Centre is required.
3 Months	14 Months

- a) **Allowances for personnel costs:** These are based on the tariff classification of the persons who may be available for the spin-off and are therefore person-related. The calculation of personnel costs should be based on the current values of the TVöD. All ancillary personnel costs are included in the cost estimates (e.g. special annual payment). Additional costs (e.g. overheads, non-specific costs for persons) are not eligible. Externally found or to be found team members, who take over defined tasks as part of the internal founding team with responsibility for results, are also to be listed under personnel costs with an appropriate cost rate. Consulting services are not eligible for funding.
- b) **Allowances for material costs:** In particular, this includes project-relevant material, participation in entrepreneurship training (e.g. accelerators), travel costs, patenting costs directly related to the start-up project. The share of material costs under b) in the total funding should be well justified. The team is responsible for a success-oriented use of funds. Overheads are not eligible for funding.

## 3. Requirements and procedure

The Centers of the Hermann von Helmholtz-Gemeinschaft Deutscher Forschungszentren e.V. are eligible to apply. Only persons who are employed at the Center during the funding period are eligible for funding.

### Funding requirements:

Field Study Fellowship
<ul style="list-style-type: none"> <li>• Funding from one to a maximum of two persons. Only one person can be funded full-time.</li> <li>• Time input from 50% part-time to full-time.</li> <li>• Direct supervisor and technology transfer at the Center support the application.</li> <li>• Budget of up to 20,000 € for personnel and material costs, exclusively for customer interviews.</li> <li>• Additional 5,000 € are reserved centrally for field study experts (mentors).</li> </ul>

Spin-off Program
<ul style="list-style-type: none"> <li>• Funding is provided for Helmholtz Centers from which a spin-off is established during or after the funding period. Companies already founded are not eligible for funding.</li> <li>• In addition to technology spin-offs, funding is also available for i) non-profit foundations (gGmbHs), ii) independent service units of Helmholtz Centers if the aim of this unit is to bring industrial partners and contracts to this research infrastructure, iii) service providers who build on the technological or scientific competence of the Helmholtz Center and iv) prepare applications for large-volume transfer/translation funding programmes or financing rounds with investors for the Life Science area.</li> <li>• Alone or in a team, at least 100% personnel capacity in the first phase.</li> <li>• Direct supervisor and technology transfer at the Center support the application.</li> </ul>

- „Job to get done“ of potential customers is understood.
- 1:1 support: 10,000 € are reserved in the application for a coach/spin-off expert who is centrally organized by the program.

### Application:

The transfer offices planning an application are requested to contact the Transfer and Innovation department up to 3 weeks before the application deadline ([julian.alexandrakis@helmholtz.de](mailto:julian.alexandrakis@helmholtz.de)).

The templates for the application are available for download at [www.helmholtz.de/enterprise](http://www.helmholtz.de/enterprise).

### Application deadlines:

Deadlines for **both modules** are **April 5, 2020** und **October 1, 2020**.

Applications must be submitted in **electronic form** (Word file and PDF with signatures) to all **three addresses**:

Transfer und Innovation Julian Alexandrakis <a href="mailto:julian.alexandrakis@helmholtz.de">julian.alexandrakis@helmholtz.de</a> Cc: <a href="mailto:enterprise@helmholtz.de">enterprise@helmholtz.de</a>	Impuls- und Vernetzungsfonds Martina Carnott <a href="mailto:martina.carnott@helmholtz.de">martina.carnott@helmholtz.de</a>
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Furthermore, a **hard copy** of the application with a legally binding signature and an accompanying letter from the Executive Board must be submitted to Helmholtz Association, Julian Alexandrakis, Anna-Louisa-Karsch-Straße 2, 10178 Berlin.

### Expert opinion:

Field Study Fellowship	Spin-off Program
<b>No presentation to jury.</b> Jury will decide on the basis of the application on 29.04.20 or 29.10.20.	<b>Presentation to the jury in Berlin on 29.04.20 or 29.10.20.</b>
Funding decisions will be announced approximately two weeks after the jury meeting.	

Applications are evaluated by a jury consisting of external experts, members of the working group "Technology Transfer and Intellectual Property" (TTGR) of the Helmholtz Association and representatives of the Helmholtz Office.

In individual cases, the jury may recommend deviating from the funding applied for. The decisive factor here is the assessment as to whether and to what extent the funding is suitable and appropriate for achieving the respective objectives within the framework of the Helmholtz Enterprise funding phase and beyond. The Helmholtz Office and the Center will agree on the financing of the changed funding amount or funding quota.

If the funding from the Initiative and Networking Fund is rejected, the jury will issue a recommendation for the minutes, which will be communicated to the founders/applicants and may make it easier for the Center to decide whether to fund the project with its own funds or to submit a revised application.

### Allowance contract:

The Helmholtz Association enters into an allowance contract with the Helmholtz Center. The allowance is granted as fixed amount financing and is non-refundable.

**Project progress and reporting:****Field Study Fellowship**

- Project starts flexibly.
- Kick-off information with tools for customer interviews.
- Support by field study expert.
- Presentation of results and experiences as “explainer video” and written self-refelction.
- Final report (max. 2 pages).
- Certificate for participation.

**Spin-off Program**

- Project starts flexibly.

Months 1 - 8:

- Kick-off information before the project starts.
- Weekly support by a coach/ spin-off expert for six months.
- Review in month seven. The founder team presents the current status of the spin-off in front of selected members of the jury. The jury decides on the further funding of the project.
- Complete team ready for the foundation of the new company prerequisite for further funding in months 9-14.

Months 9 - 14:

- Working in a complete team of founders with CEO competence and preparing the foundation.
- Final report one month after the end of the funding period. Up to five years after completion of the program, information on the founding status, number of employees, awards, turnover and/or capital raised (financing rounds, funding) of the spin-off company must be reported annually on request to the Helmholtz Office (in the first quarter of each year).
- Portrait of the spin-off on our website.