



Training Concept for Implementing Capacity Building Activities in new or young IFAs (WP7)

PROJECT

South-east European Co-operation of Innovation & Finance Agencies (SEE IFA Network)

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01 Background and overview

The activities of WP 7 are supposed to support the SEE IFA-Network project by capacity building activities derived from the other WPs, especially WP4 (The new instrument), WP 5 (The Fund) and WP6 (The new agency). It is targeted at setting up a sustainable network between the partners' institutions and their stakeholders and providing capacity building for the challenges of implementing the project's main outcomes and results.

Main beneficiaries of the trainings will therefore be staff and stakeholders of the project partners (PP) in the IPA countries, although in some cases, also other partners are included.

Basically, there are four different measures of trainings planned in the course of the project:

Train the trainer trainings in each of the participating IPA countries – Croatia, FYROM and Serbia

Internships of staff members of PP in IPA countries or their stakeholders in the developed IFA-PP of Austria

Study visits to the PP countries with advanced structures for innovation support (Austria and Italy)

Intensive training courses for patent management and for managing and assessing innovative projects in an IFA in general.

The specific training needs were assessed on different levels:

- The country reports with the needs and gaps analyses of the individual countries
- An assessment grid for fields of interest for trainings filled in by the IPA country PPs
- Bilateral discussions about the needs and preferences concerning the activities tailored to the specific PPs, especially for TTT and Internships.

The details of the training activities, programs, participants and trainers are explained in the following chapters.

02 Act. 7.2. Train-the-Trainer Trainings (TTT)

TTT in FYROM:

Participants and location:

- 4 Members of UKIM FME staff
- 2-5 representatives of stakeholders

Time schedule:

June 7 – 11, 2010

Training contents:

- Trainer as facilitator for SMEs
- Interview methods for initial project discussions
- Human resources development for SME
- SME-support in FYROM
- EU funds available for SME support in FYROM
- aws innovation instruments and programs
- Methods for evaluating innovative projects
- Setting up a new institution for SME innovation support

Trainers:

- Peter Kowar, Austria
- Roswitha Mosburger, Austria
- Igor Nikolovski, FYROM

Training methods applied:

- Lectures
- Interviews and role playing
- General discussions (needs for setting up a new institution)
- Video recordings
- Team work

TTT in Serbia:

Participants and location:

- 4 Members of RDA Banat staff
- 2-5 representatives of stakeholders

Time schedule:

Second half of October 2010

Training program: - inputs see TTT FYROM

- Trainer as facilitator for SMEs
- Interview methods for initial project discussions
- Human resources development
- SME-support in SRB
- EU funds available in SRB
- aws innovation instruments and programs
- Methods for evaluating innovative projects

Trainers:

- Peter Kowar, Austria
- Roswitha Mosburger, Austria
- Ana Zegarac, Serbia

Training methods applied:

- Lectures
- Interviews and role playing
- Video recordings
- Team work

TTT in Croatia:

Participants and location:

- 4 Members of AZRA staff
- 1 member of GARA staff
- 2-5 representatives of stakeholders

Time schedule:

Beginning of 2011

Training program: - inputs see TTT FYROM

- Trainer as facilitator for SMEs
- Interview methods for initial project discussions
- Human resources development
- SME-support in HR
- EU funds available in HR
- aws innovation instruments and programs
- Methods for evaluating innovative projects
- Use of EU Structural Funds and other EU instruments

Trainers:

- Peter Kowar, Austria
- Roswitha Mosburger, Austria
- N.N., Croatia

Training methods applied:

- Lectures
- Interviews and role playing
- Video recordings
- Team work

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Act. 7.3. Internships

Internships in Austria Wirtschaftsservice (aws)/Austria

Participants

1. Ms. Jelena Vukesin, staff member of AZRA/HR
2. Mr. Slobodan Vasiljevic, member of the board of RDA Banat/SR
3. Ms. Ljupka Mitrinovska, staff member of UKIM FME / FYROM

Allocation in departments, type and contents of work:

1. Guarantee department and innovation support department of aws
2. Innovation support department and Patent and License Management (PLM) department of aws
3. Guarantee and innovation support department, Research & Rating

Time schedule:

1. July 2010 – February 2011
2. September 2010 – February 2011
3. August 2011 – December 2011

04 Act. 7.4. Study Visits

Study Visit to Austria

Organizing PP:
aws, Vienna

Time schedule:
June 21 – 25, 2010

Participants:

- 6 staff members and/or stakeholders from FYROM, HR and SRB
- 4 staff members from BG, RO, SI and HU

Program, visits and lecturers:

aws experts:

- Overview of investment support in Austria
- Measuring of innovation, aws innovation loans
- aws instruments for technology and innovation support
- aws instruments for innovative companies
- aws patent and license management
- Evaluation of programs and instruments
- EU State aid rules and legal environment

Other Austrian innovation support agencies and beneficiaries

- Austrian Research Promotion Agency
- Austrian Eco-Fund
- Province of Lower Austria and its innovation center
- Business incubators and technology centers
- Joanneum Research Agency
- Austrian Chamber of Commerce
- SME with experience with innovation support

Study Visit to Italy

Organizing PP:

Finlombarda, Milan and Venice

Time schedule:

October 4 - 8, 2010

Participants:

- 6 staff members and/or stakeholders from FYROM, HR and SRB
- 4 staff members from BG, RO, SI and HU.

Program and lecturers:

Finlombarda experts:

- Overview of investment support in Lombardy Region by Finlombarda;
- Financial instruments for innovation supported by Finlombarda: (Seed Fund, Next Fund etc...);
- 3-4 company visits for most representative financed measures to innovation in Lombardy Region;

Veneto Region experts:

- Overview of investment support in Veneto Region;
- Instruments for innovation supported by Veneto Region and implemented directly or by Veneto Innovazione and Veneto Sviluppo (Veneto Region innovation and financial agencies);
- Visits to Veneto Region agencies and to 3-4 incubators/innovative companies.

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Act. 7.5. Intensive training courses (ITC)

ITC Patent management

Organizing PP:

aws, Vienna

Time schedule and location:

May 5 – 7, 2010, Vienna

Participants:

19 participants from all PPs except RegVen and Finlom

Program and trainers:

aws-Project and License Management experts:

- Patent history and development
- Patent types and other IP-rights
- Technology transfer and IP in the SEE region
- Results of the Demand Analysis of WP5
- Concept ideas of WP5 Patent Fund

Austrian Patent Lawyer:

- Patent procedures and relevant organizations

International (German) Patent Fund expert:

- Examples and ideas of patent funds in Europe

Training methods applied:

- Lectures
- Case Studies

ITC Project assessment

Organizing PP:

aws, Vienna

Time schedule and location:

May 2011, Vienna

Participants:

Ca. 20 participants from IPA and new member countries

Program and trainers:

aws experts:

- Guarantees, loans, grants and their procedures
- Risk assessment of innovation projects
- Evaluation of programs
- Use of Structural Funds and other EU instruments
- Equity finance and venture capital – assessment of special risks
- Risk management and monitoring
- Bad debt management
- Legal and organizational aspects of innovation support
- Management of funds

Austrian/international experts:

- Corporate finance with special focus on innovation
- Project assessment in other innovation support institutions: Austrian Research Promotion Agency, Kommunalkredit Public Consult (“Austrian Eco-Fund”), Province of Lower Austria, etc.
- EU state aid rules and procedures
- Marketing of programs and dissemination of information
- Manager of Austrian companies, which received support for successful innovation processes

Training methods applied:

- Lectures
- Team Work
- Case studies
- Excursions

Overview Activities WP7

Activity	Organizer	Date	Location	Participants	Trainers	Topics
TTT						
UKIM FME	aws	7.-11. 6. 2010	Skopje/FYRO M	10 p. of UKIM FME staff +stakeholders	P. Kowar/AT I.Nikoloski/FYROMR.Mo sburger/AT	Role of trainers; interviews; HR-management; new agency; innov. in FROM; evaluating innov.; aws instrum.
RDA Banat	aws	10/2010	Zrenjanin/SRB	10 p. of RDA staff+stakeh.	P.Kowar/AT N.N./SRB R.Mosburger/AT	Role of trainers; interviews; HR-ma-nagem.; new agency; innov. in SRB; evaluating innov.; aws instrum.
AZRA	aws	04/2011	Varazdin/HR	10 p. of AZRA(GARA) staff+ stakeh.	P.Kowar/AT N.N./HR R.Mosburger/AT	Role of trainers; Interviews; HR-ma-nagem.; EU Str.Funds; Innov. in HR; Evaluating innov.; aws instrum.
Internships						
AZRA	aws	06/2010 – 01/2011	Vienna/AT	Ms. J. Vuketin/ AZRA (GARA)	aws Guarantee Department	Guarantee department and innova-tion support department of aws
RDA Banat	aws	09/2010 – 02/2011	Vienna/AT	Mr. S. Vasiljevic/ Chamber of Com.	aws T&I Department	Innovation support department and PLM department of aws,
UKIM FME	aws	09/2010 – 02/2011	Vienna/AT	Ms. Ljupka Mitrinovska / UKIM FME	Aws Guarantee and T&I Department	Guarantee department and innova-tion support department of aws
Study Visits						
Austria	aws	21.- 25.6.2010	Vienna+Lower Austria/AT	10 p.from IPA PP	aws + managers of IFAs +companies in AT	Programs of aws; Austr. Research Promotion Agency; Province of L.A.; Business incubators; companies
Italy	Finlom	4- 8/10/2010	Milan+Venice/IT	10 p.from IPA PP	Managers of IFAs +companies in Lomb.+Reg.Ven/IT	Programs of Finlom, Regione Veneto; company visits
ITC						
Patent management	aws	5.-7.5.2010	Vienna/AT	20 p. from all PP (except from IT)	aws+national+ internat.experts	Patent history and types; patents in SEE; Existing P-funds; concept of F.
Project assessment	aws	05/2011	Vienna/AT	20 p. from all PP (except from IT)	aws+national +internat.experts	Instruments; assessment;state aid; procedures; legal aspects; marketing

