

University of Salzburg

Research Support Unit



Dr. iur. Erika Hebenstreit LL.M.

Team of the research support unit



Head
Vicerector of Research



MAIN ACTIVITIES

1. Support regarding research-proposals
2. Information to national and international funding programmes
3. Administration of third party funded projects
4. Technologytransfer
5. Administration of the research database (FODOK)
6. Legal advice regarding third party funded projects
7. Networking (i.e. WTZ, Start-up Salzburg, AURAM)
8. Many more...

Support regarding research-proposals



Support regarding...
content,
clarity,
structure,
and
budget
of the proposal.

Organisation of meetings

- Workshops
- Events
- Seminars



Information to national and international funding programs



FWF

Der Wissenschaftsfonds.

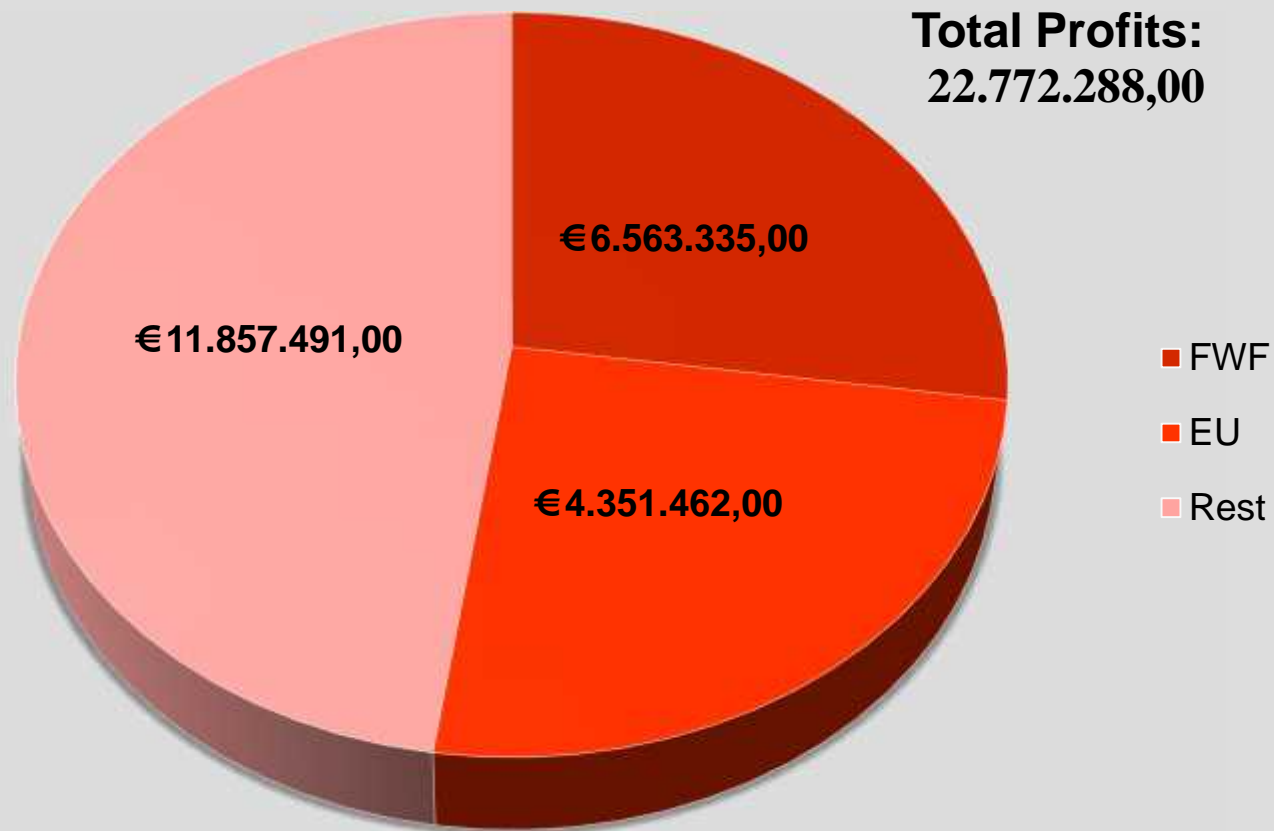


FFG

ONB

 SAM
SYSTEM FOR AWARD MANAGEMENT

Profits made on research and development projects



Administration of third party funded projects

- Notification of all planned projects (14 days before application deadline)
- According to our internal directive:

...regulations about the workflow, the responsibilities, obligations to produce records and to cooperate and sanctions.



http://www.uni-salzburg.at/ressourcen/foerderung/forschungsfoerderung/projektantragsmeldung.pdf


Datei Bearbeiten Gehen zu Favoriten 1

Web Site-Katalog IT-Info Uni-Salzburg Uni-500

125%

Signieren Kommentar

Füllen Sie bitte das folgende Formular aus. Wahlfeldern Felder markieren

 UNIVERSITÄT
SALZBURG

Projektantragsmeldung

WICHTIG! Bis spätestens 2 Wochen vor Projekteinreichung muss eine vollständige Antragsmeldung über das Projekt – auch bei Wiedereinreichungen – erstattet werden an

sofern es sich um ein Forschungsprojekt (z. B. FFG, H2020, FWF, OeNB) nach §§ 26 bzw. 27 handelt, das

Forschungsservice:
E-Mail an: projektmeldung@sbg.ac.at
als Betreff Akronym od. Projekttitle angeben

sofern es sich um ein ERASMUS+-Projekt bzw. Mobilitätsprojekt (z. B. ÖAD, APPEAR) handelt, das

Büro für Internationale Beziehungen
Sigmund-Haffner-Gasse 18
5020 Salzburg

Hiermit bestätige ich, die [Drittmittelrichtlinie](#) gelesen zu haben.

Es handelt sich um eine Wiedereinreichung: Ja Nein

AntragstellerIn/ProjektleiterIn:

Projekttitle:

Akronym/Kurztitel:

Organisationseinheit:

Auftragsforschung (d. h. werden die Rechte an den Projektergebnissen einem Dritten übertragen): Ja Nein

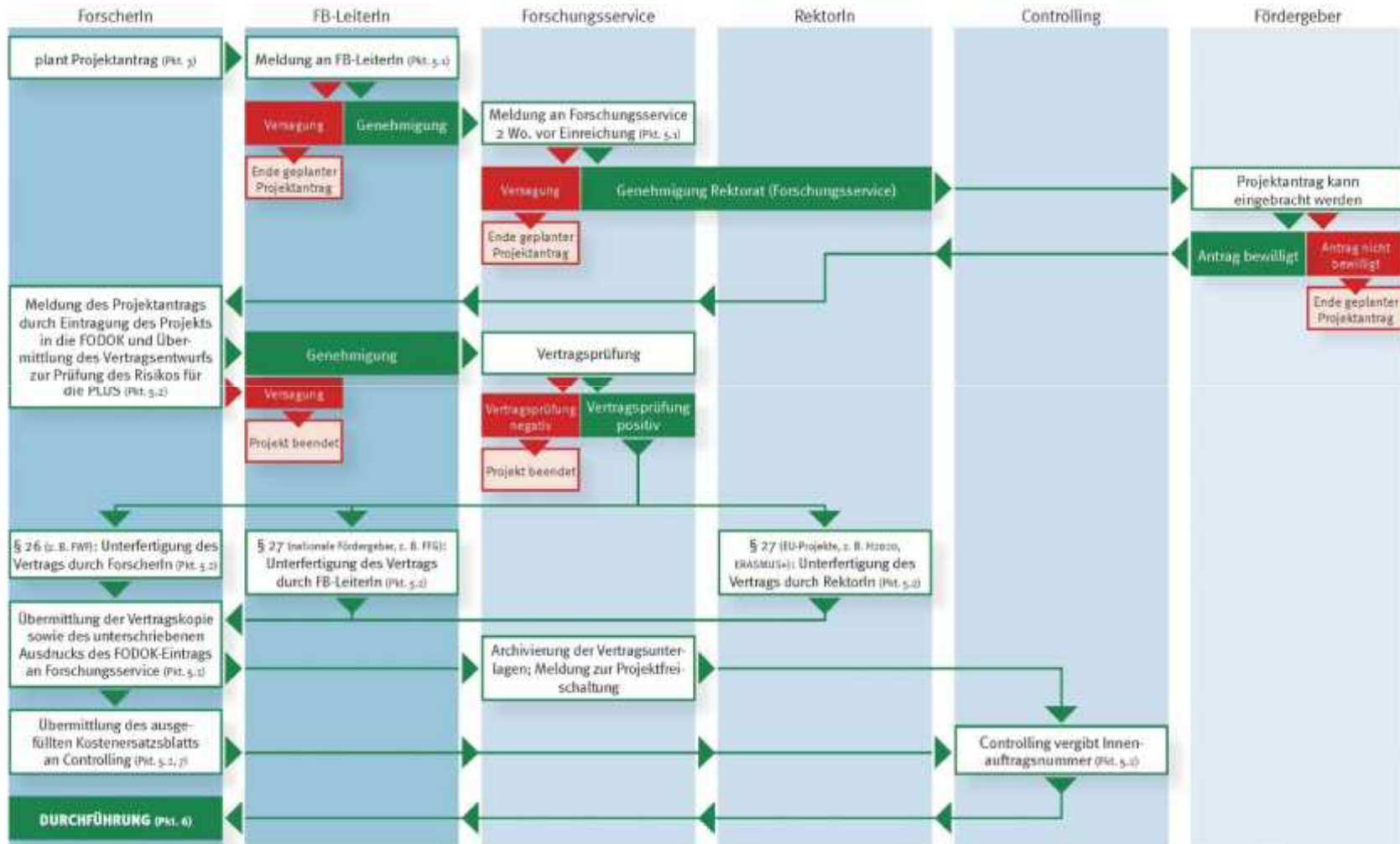
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13.04.2016

Administration of third party funded projects

- Proposal is successful
- Grant -> enter data for the project to database (FODOK)
- Project leaders have to forward the draft of the contract
- If the draft is ok -> signature of the contract (final version)
- Project account for a specific research project
- Engage personnel, buy equipment...
- Notification if the project ends
- Account has to be settled at the end of the project
- Account closed

ABWICKLUNG VON DRITTMITTELFINANZIERTEN FORSCHUNGSPROJEKTEN GEMÄSS §§ 26 und 27 UG 2002

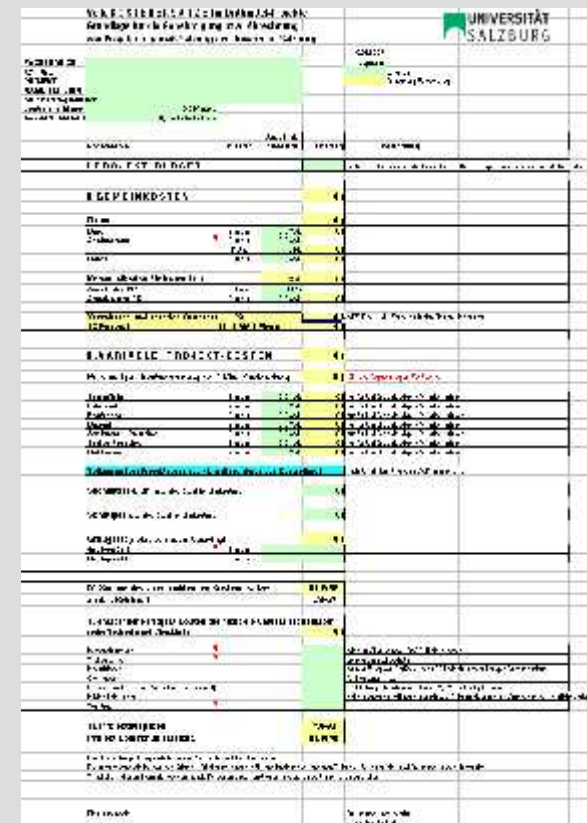
Verweise siehe „Richtlinie für die Durchführung drittmittelfinanzierter Projekte nach §§ 26 und 27 UG 2002“ vom 01.01.2016



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Overhead

- Universities Act 2002
- Overhead = Fixed costs of the University for resources.
- Normally: 20% of the total costs
- Overhead -> web form
- Leader of the project gets 25% of the Overhead back.



Kostenart	Einheit	Menge	Preis	Wert	Währung
REGPEINKOSTEN					
Miete	1 Jahr	1	1000	1000	€
Strom	1 kWh	1000	0,1	100	€
Wasser	1 m³	1000	0,1	100	€
Wärmehilfsenergie	1 kWh	1000	0,1	100	€
Abwasser	1 m³	1000	0,1	100	€
REGPEINKOSTEN					
Mehrwertsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
REGPEINKOSTEN					
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
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REGPEINKOSTEN					
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€
Grundsteuer	1 %	1000	10	10000	€

Technologytransfer

Patents

Trade marks

Utility
models

Software

Copyright

Trade secrets

- Legal advice
- Creating contracts
 - NDA
 - License Agreement
- Organising workshops
- Administrative work
 - with authorities,
 - with patent offices

■

Notification and Exploitation of IP

- Notification of inventions (web form)
- Clarification of the legal situation
- Evaluation of inventions
- Notification to the Rectorate
- Decision of Rectorate regarding invention
- Application (file a patent)
- Exploitation of invention (license)
- Administration of the inventor's bonus

Documents:

- IP-Strategy
- Internal directive about the exploitation of IP



Incentives for researchers

Documents:

1) IP-Strategy

2) Internal directive about the exploitation of IP

- University bears the costs for an patent application
- Exploitation successful:
 - Profit is devided 50:50 (patent)
 - Profit is devided 40:60 (software)

Legal advice regarding third party funded projects

- Checking individual contracts
- Creating individual contracts
- Creating samples for contracts
- Legal advice regarding research projects
- Creating information-flyers
- Announcements via social media (twitter, facebook)

Twitter, Facebook & Co

- Information, News...



Networking

- **AURAM** (“**A**ustrian **U**niversities’ **R**esearch **A**dministrators and **M**anagers”) is a network uniting the research support staff of Austria’s public universities. Its main aim is to offer professional support for all science- and research-related topics.
- **WTZ (Knowledge Transfer Center)** is a collaboration of the biggest universities in Austria. We seek to cooperate with third parties (mainly companies) and try to find the right partners for research cooperations.
- **Startup Salzburg** is a collaboration of the main startup-support-institutions in Salzburg. Together we try to support founders, especially students and members of the University.

Knowledge Transfer Center - Movie

