

Funding Opportunity Title

**CALL FOR PROPOSALS FOR THE PCIEERD HEIRIT
(Higher Education Institution Readiness for
Innovation and Technopreneurship) PREPARATORY
PROGRAM FOR STARTING TBIs
(FOR 2021 FUNDING)**

Key information

Type of funding	Grant
Funding Agency	DOST-Philippine Council for Industry, Energy and Emerging Technology (DOST-PCIEERD)
Add link to start the application	DOST Project Management Information System (DPMIS): http://dpmis.dost.gov.ph

Timeline

Event	Date	Time
Opening date	September 16, 2021	8:00 A.M.
Closing date	October 8, 2021	5:00 P.M.
Evaluation Period	(38 Working Days)	
Start of projects	December 2021	

Overview

According to the article “Issues and Challenges of Technology Business Incubators in the Philippines” published in the *International Journal of Emerging Trends and Engineering Research*, **the creation of various technology centers** such as innovation center, incubation center, fabrication laboratory and science technology park is **perceived to have a crucial role in the creation of jobs and social and economic empowerment**. Technology business incubation (TBI) is the current trend in capacitating the small and medium enterprises (SMEs) and start-up companies. (Esponilla, 2019).

A TBI provides focused support to entrepreneurs through a supportive environment that helps them establish their business ideas, develop their concepts into market ready products, supports the acquisition of business knowledge, facilitates the raising of necessary finance, introduces the entrepreneurs to business networks, all of which should substantially reduce the level of failure. TBIs have attracted significant support from governments throughout the world and in a wide variety of developmental contexts (*Global Practice in Incubation Policy Development and Implementation/Infodev, 2010*).

The DOST has been supporting the establishment of university based TBIs to promote technopreneurship, especially in the regions. The DOST-PCIEERD has already supported thirty-two (32) TBIs across the country, each supports ten to fifteen incubatees or startup companies per year. However, there are still several regions that lacks an incubation facility and these region’s HEIs and SUCs need assistance in building their capability in establishing and running an incubator. Most of these regions have several startups and startup-related activities but has the potential to increase entrepreneurial activities given an environment where startups, mentors and advisers and industry partners converge. Additionally, universities in regions where a TBI is lacking, do not have enough trained personnel to operate and manage an incubator.

The Council’s Higher Education Institution Readiness for Innovation and Technopreneurship (HEIRIT) Program is a structured program that is intended to prepare select universities committed to establish a technology business incubator in their university in order to cater to the needs of the students, faculty members, and SMEs in terms of guidance in entrepreneurship and establishing their startups. This program is needed to guide and equip the personnel of each HEIs and SUCs to plan, execute, build, and help catalyze the emerging startup community in their region.

Opportunity summary

The Full-Blown Proposal should fall as a non-research and development project. This call is for qualified PCIEERD-funded TBI which can provide a customized incubation capability building program for those universities and colleges who are committed to establish their own TBIs in their campus.

The Council shall provide funding support to the proponent for **two (2) years**.

Who can apply

This call for proposal is open to all qualified PCIEERD-supported Technology Business Incubators. **The TBI is qualified if:**

- Has demonstrated capability to conduct series of trainings on ideation, validation designs, pitching, etc
- Has the capacity to design and execute a structured program for the different key university administration officials to be involved in the TBI establishment and operation.
- Has a proven track record in crafting and designing a program related to increasing the competencies of startups and/or TBI managers which includes training on:
 - Implementing an incubation program for startups
 - Assessing incubatee(s) to finance/support
 - Evaluating feasibility of ideas, problem identification and validation for product-market fit
- Has the knowledge and experience in operating a technology business incubation program.

What we're looking for

Program Scope

The proposal should cover a customized preparatory program for Universities and Colleges who are committed to establish and operate their own TBIs for two years:

YEAR 1

Module 1: SKILLS BUILDING FOR THE TBI TEAM, for the participants to:

- Develop the knowledge and skills on incubation design, operations, management and sustainability of the TBI
- Conduct regional internal and external needs analysis
- Subject a specific technology to design thinking and customer discovery processes
- Subject a specific technology to TRL/IRL assessment, determining problem-solution fit and product-market fit
- Acquire skills needed in attracting and managing Mentors and Partners of the TBI
- Acquire the Soft skills needed for startup mentoring/coaching
- Acquire skills on Leadership and Negotiation
- Acquire skills on Pitching and communicating with investors/ clients

Module 2: INVOLVEMENT OF THE ADMINISTRATION, for the proponent to:

Ensure involvement and buy-in of key university officials in the establishment and operation of their TBI

YEAR 2

Module 3: HANDHOLDING SESSIONS for OPERATING a TBI (to coincide with the TBI funding of universities), for the proponent to:

- Guide the TBI team in the Establishment of the TBI and the incubation program
- Guide the participants in conducting benchmarking exercises and analysis
- Guide the TBI team in developing an Operations Manual/ building the team
- Guide the participants in startup screening/ mentoring/ coaching

Module 4: HANDHOLDING for ECOSYSTEM BUILDING, for the participants to:

- Learn the skills in Networking, Mapping and Ecosystem Building
- Learn the skills in selecting and managing the network of partners, mentors, advisers and industry collaborators and managing expectations
- Develop skills in event management and planning

Program Format and Design

The proposal should include a description of the delivery of the preparatory program as described below:

Skills training may be conducted through a combination of, but not limited to the following:

- Group trainings or workshops
- Webinars and online classes
- Online one-on-one/in-person consultation
- Group, team and individual assignments
- Regional workshops

Courses or Modules may be delivered by the proponent and by inviting/engaging different training providers or resource persons

- Guidance to participants may be provided through, but not limited to the following:
- Experiential learning
- on-the-job work design (such as interviews, FGDs product demonstrations, prototyping, etc), and
- Hand-holding by group or individual participant

Involvement of the University Administration may be achieved through the following but not limited to:

Dialogues, high-level sessions, quick trainings, networking, etc,

Demonstration of Learnings by the PARTICIPANTS may be done through the following:

- Demo Day
- Investor/client dialogues
- Events with partners, etc
- Participant TBI Launch

Program Expected Output and Deliverables:

The proposal should include the following expected output:

The PARTICIPANTS should be able to deliver the following per university as proof of their completion of the HEIRIT Program:

Year 1

- A regional internal and external needs analysis
- A regional and university ecosystem map
- At least 2 validated prototype/technology
- At least 1 benchmarking report and analysis
- At least 7 startup teams startups organized
- A confirmed list of partners and mentors for the TBI
- A TBI business model and sustainability plan

Year 2

- Approved TBI Team by the University
- Incubation program design launched
- Draft TBI Operations manual
- At least 3 Regional Partners and 5 mentor contracts
- At least 7 startup teams mentored and ready for incubation
- At least 5 TBI provincial and regional events organized

How to apply

Step 1: Prepare a Full-Blown Proposal containing the following:

1. Title of the proposed project
2. Duration of the proposed project
3. Description of the structured incubation program and activities that will support universities onboarded onto the program
4. Objective and scope of the proposed project
5. Methodology and expected outputs
6. Work plan or Gantt Chart of activities
7. Curriculum vitae of the project leader
8. Line-Item-Budget
9. Endorsement letter from the Agency Head

Step 2: Submit the Full-Blown Proposal to the **DOST Project Management Information System (DPMIS)** through this link: <http://dpmis.dost.gov.ph> starting **September 17, 2021 – October 8, 2021.**

When submitting your application, please follow these steps:

1. Register and create an account in the DPMIS
2. Log in to your DPMIS account
3. Select Type of Proposal: PCIEERD GIA Program/Project (2022 Funding)
4. Select Classification: New Proposal

The following will automatically be disapproved:

- 1) **Proposals from institutions that are not qualified to submit during this Call.**
- 2) **Proposals submitted to any other call route/Council/s.**
- 3) **Proposals not submitted through DPMIS.**

Documents Required

As a summary, your application should include the following documents.

- 1) DOST Proposal Form
- 2) Supplementary Files:
 - Workplan
 - Endorsement of Head of Agency
 - Gender and Development (GAD) Score Sheet
 - Line-item Budget
 - Scientific/Theoretical Framework

No additional attachments are permitted.

How we will assess your application

A. Review and Selection Process

Proposals shall be evaluated according to a set of criteria for each level of evaluation: Division Level, PCIEERD Management Team (PMT) level, Technical Panel (TP) level, Governing Council (GC) level, and the DOST Executive Committee (EXECOM) level (for proposals for DOST GIA funding) as shown below. Applicants should directly and explicitly address these criteria as part of their proposal submission.

The project proposal shall be evaluated based on the following criteria:

1. **Management Capability**
 - Commitment of the project team to execute the customized incubation management program
 - Technical and managerial capacity of the proponent
 - Demonstrates a competent and experienced project team
 - Availability of competent and reliable workforce and facilities
2. **Manageable Timeframe**
 - Appropriate workplan to execute the proposed program design
3. **Network Linkage**
 - Partners, mentors, and trainers to be involved in the project

Contact

DOST-PCIEERD Project Managers are available to provide appropriate assistance to potential applicants interested in competing for this Call for Proposals. This may include assistance to potential applicants in determining eligibility of the applicant or the applicant's proposed project for funding, questions about administrative issues relating to the submission of a proposal, and clarifications on the announcement.

Contacts:

Research Information and Technology Transfer Division (RITTD)

Ms. Russell M. Pili - rmpili@pcieerd.dost.gov.ph

Ms. Leizl D. Sueno – ldsueno@pcieerd.dost.gov.ph

Additional information

[PCIEERD Eligibility Criteria Checklist](#)

[PCIEERD Technical Panel \(TP\) Evaluation Criteria/Score sheet](#)

[PCIEERD Management Team \(PMT\) Evaluation Criteria/Score sheet](#)

[PCIEERD Governing Council \(GC\) Criteria/Score sheet](#)

List any supporting documents you will provide

References for PCIEERD-supported projects:

<https://pcieerd.dost.gov.ph/2-uncategorised/59-technology-business-incubation-program>

<https://pcieerd.dost.gov.ph/news/latest-news/310-pcieerd-and-up-s-heirit-program-kicks-off>

List any related content links

HEIRIT Kick-off Event: <https://pcieerd.dost.gov.ph/news/latest-news/310-pcieerd-and-up-s-heirit-program-kicks-off>

Overview of PCIEERD's TBI Program:

https://pcieerd.dost.gov.ph/images/downloads/presentation_materials/2017/1tbi/Russell-Pili-Overview-of-PCIEERD-TBI-Program_Russ-TBI-Summit.pdf