

HOST PARTNER GUIDANCE

Program Overview

The focus of the Bridge and BridgeTech Industry Fellowship scheme is to place Bridge and BridgeTech participants and alumni, who are early-mid career researchers, entrepreneurs or other MTP professionals, on-site with industry partners. The objective of each Fellowship is to provide the Fellow with an opportunity to develop skills, build networks and advance their understanding and ability to achieve commercialisation outcomes. In addition, Industry Partners are provided with access to Australia's next generation scientists and entrepreneurs and the opportunity to collaborate, share and disseminate knowledge, skills and networks.

Fellows

Each successful fellow will receive **\$10,000 per Fellowship** to fund the industry placement opportunity, to be spent on eligible activities and eligible expenditure, as part of undertaking the Fellowship and placement. Fellows are awarded Fellowships as part of a competitive selection process which focusses on the Fellow's research pedigree, commercial potential of their research and development and the industry relevance of the application.

For Round 4, applicants must have secured a formal industry partner prior to application and submit their application with evidence that the industry partner is able and willing to host, if the application is successful.

Industry Partners

Industry Partners are organisations working in the MTP sector or adjacent to the MTP sector who have been included as an industry partner in the Fellowship application or subsequently matched. This can include organisations in the biotechnology, pharmaceutical, medical device and digital health spaces and specialised service offerings associated with the MTP sector such as venture capital, regulatory affairs, medical affairs, etc. Universities, research institutes and hospitals are not eligible industry partners for this Program. Fellows cannot own or operate the Industry Partner organisation.

Partner Obligations

- Engage willingly with the Fellow to establish the parameters of the Fellowship with regards to timing, location and scope
- Be sufficiently resourced to support the placement of the Fellow
- Facilitate on-boarding and induction of the Fellow on-site of visiting facilities
- Facilitate virtual engagement if travel restrictions impede on-site activities

- Provide the Fellow with the support and mentoring required to achieve the Program objectives
- Provide the program with a post-Fellowship survey and interview, if required

No direct agreement is required for the Industry Partner to sign. However, they will be sent the Fellowship agreement for acknowledgement and it's expected that they will follow Program Guidelines and Guidance in good faith.

Timing

The minimum period for each fellowship is 3-6 weeks. If both parties are willing to extend this placement period, this is allowable however the \$10,000 stipend will not be extended. The Fellowship can also be undertaken full time or part time depending on the requirements of the Industry Partner and the agreed Fellowship activities. **All Round 4 Fellowships must be completed by 31 December 2023.**

Assessment

We require all Fellows to complete a pre-placement assessment, a post-placement assessment and write a report on their activities, work, experience and acquired skills through this placement experience. This will also include evidence of expenditure spent during the duration of the Fellowship.

We also will conduct post-placement interviews with Industry Partners, to assess whether the goals, expectations and plans of the placement were successful, the impact of the Fellowship and the likelihood of future engagement, both with the Fellow and the Program.

Agreements

An agreement outlining the scope of the activities and the expenditure, will be executed between the Fellow and QUT. There is no requirement for an agreement between the Industry Partner and QUT; the Fellow has been instructed to develop the Fellowship details in the Agreement with input from the Industry Partner and the final executed agreement will be sent to each Industry Partner for acknowledgement.

Any further agreements required for the Fellowship period by the Industry Partner are to be executed directly between the Fellow and Industry Partner and do not need review or approval by QUT. A blank confidentiality agreement template is available for you to tailor to your organisation, if required.

Eligible Activities

Activities that are specifically undertaken during the Fellowship are to be agreed between the Fellow and the Industry Partner and have been identified to QUT in the executed agreement.

Examples of eligible activities may include:

- In-house project work
- Industry training and mentorship
- Regulatory training
- IP protection strategies
- Business and commercialisation planning
- Prototyping
- Market research and development
- Development of start-up or product development strategies

Eligible Expenditure

Expenditure that is eligible for the Fellow to utilise during the duration of the Fellowship is expenditure that specifically supports the undertaking of the placement, on-site or virtual. This can include salary for the time and duration of the placement, and travel, accommodation and other related costs associated with undertaking a placement on-site at the Industry Partner.

Note that there is no requirement nor expectation that an industry partner will provide additional funding or matched funding.

Ineligible Expenditure

Fellowship funds cannot be spent on contractors, consultants or product development costs such as raw materials, consumables, etc. Prototyping and product development are eligible activities, but Fellowship funds can only fund the placement on-site, not the direct product development cost.

Funds can not be allocated to the industry host partner to undertake the Fellowship placement.