



Open call for the selection of IPR expert(s) to undertake the design and delivery of an advanced capacity building on legal requirements in IPR for lawyers

Terms of Reference

Project Title	Lebanon Innovate (Reference: NDICI-GEO-NEAR/2022/435-765-PC 18220)
Financing	European Union
Contracting organisation	The European Business Innovation Centre Network (EBN)
Experts to be selected	IPR expert(s) to undertake the design and delivery of an advanced capacity building on legal requirements in IPR for lawyers

1. Background

Lebanon Innovate is a 42-month program funded by the European Union, which aims to foster an enabling knowledge transfer and IP ecosystem in Lebanon and transform research and innovations emerging from universities and research centers into commercial ventures. Ultimately, the program seeks to contribute to sustainable and inclusive socio-economic growth.

To achieve this overarching goal, the project aims to meet the following needs:

- **Foster an enabling environment to boost innovation and capacitate stakeholders**, especially in creating and sharing knowledge and commercializing technologies.
- **Strengthen cooperation between industry and academia** to promote innovation and knowledge transfer and support the commercialization of products.
- **Increase collaboration around research and technology between Lebanese and European stakeholders.**

According to several studies and the final recommendations of the NEXT SOCIETY programme, Lebanon outperforms regional average for skilled workers, firms with new products, firms with internationally recognized quality certification and number of patents, but lacks the tools, mechanisms and incentives to activate innovation actions.



The Lebanon Innovate initiative aims at facilitating interactions and incentives to activate innovation actions across sectors, grow knowledge and technology transfer, and stimulate business collaborations among different stakeholders. The project will lead to systemic and sustainable changes in the ecosystem through empowerment of different innovation actors, in particular champions.

The process of transforming innovations and technological findings emerging from universities into market ready products is essential to driving Lebanon's economies forward and contributing to job creation. Therefore, **innovation transfer and commercialization are one of the strategic directions that Lebanon needs to prioritize.**

According to the WIPO, Lebanon is currently performing below expectations given its level of development with a very limited IP support and policy framework and lack of enabling environment and policies and skilled talents to develop, protect and commercialize IP innovations. According to the Global Innovation Index 2023, Lebanon produces less innovation outputs relative to its level of innovation investments and it ranks lowest in Institutions (125th), Infrastructure, Creative outputs (96th) and Knowledge and technology outputs (86th).

Lebanon Innovate capacity-building initiatives will increase knowledge, skills and capacities of the main stakeholders of the Lebanese innovation ecosystem on issues related to technology transfer, intellectual property and commercialization of research.

The advanced capacity building on legal requirements in IPR for lawyers is a key component of the wider empowerment programme Lebanon Innovate is currently deploying at national level with different actors of the RDI ecosystem, with particular attention to three leading economic sectors: ICT and Creative Industries, Agrofood and Health.

2. Objective

EBN seeks external Experts to carry out the design and implementation of the ***Lebanon Innovate advanced capacity building programme on legal requirements in IPR for lawyers*** foreseen for the first half of 2024.

This capacity-building program aims to form a group of (min 15) IP mid-experienced lawyers, accompanying them in creating consultancy companies/professional associations to support Lebanese universities and research centres in their R&D results valorisation.

Upon completing this programme, participants will have gained practical knowledge on how to protect, commercialise, and enforce innovation through IP, with particular attention to the support services they can provide to researchers, startups and SMEs.



- Broaden their professional network to work jointly with other IP experts and lawyers increasing your skills in protecting innovation and startup ideas from client companies and entrepreneurs.
- Gain a concrete understanding of methodologies and services for researchers, entrepreneurs, startups and SMEs helping them to scan, file, and protect innovative ideas, brands and inventions through IP and conduct international patent assessment.
- Access practical tools & best practices on how to utilise the services and funding of European institutions to enhance their support in the startup growth journey of their client companies.
- Transforming their technical knowledge into practical advice by considering how to deploy their team's best values and practices to startups and SMEs of the Lebanese innovation ecosystem.

3. Activity description

Objective: This activity, led by EBN, will deliver a capacity-building program to form a group of 15 IP mid-experienced lawyers, accompanying them in creating consultancy companies/professional associations to support universities and research centres in their R&D results valorisation.

Activity description: The activity consists of **an intensive capacity-building program of about 300 hours, including group training, customized coaching sessions, and access to toolkits.**

Output: At least **15 IP mid-experienced lawyers engaged in the capacity building programme.** 5 to 10 companies or professionals, connected in a functional network, available for consultancy and support to R&D activities on IP-related topics.

Location and Time: The 300-hour capacity building activities will be delivered online (1:1 mentoring support, online group coaching sessions and access to training resources and toolkits, a 1-week training) between **February and April 2024. Preparatory activities will start in January 2024.**

About the programme: Through the **advanced capacity building on legal requirements in IPR for lawyers**, Lebanon Innovate offers 15 mid-experiences Lebanese IP lawyers the opportunity to deep dive into the legal requirements in IPR in Lebanon and in the European Union.

Upon completing this programme, participants will have gained practical knowledge on how to protect, commercialise, and enforce innovation through IP - with particular attention to the support services they can provide to researchers, startups and SMEs - and the know how to support towards international patenting.

Moreover, the programme aims at establishing a network of Lebanese IP lawyers that can be activated by the wider Lebanese RDI ecosystem involved in Lebanon Innovate programme through the thematic Knowledge & Innovation Communities, the LIRA programme, and the online Innovation Resource Portal.

Lebanon Innovate Advanced Capacity Building Programme for IP Lawyers will start in February 2024 and will last till the end of April 2024 (with the possibility to extend it till mid-May if needed) and will include (estimation):

- 40 hours online training with IPR experts [40 hours]
- online 1:1 mentoring sessions (1,5 days per participant) [12 hours per lawyer, 180 hours in tot]



- online group coaching and training sessions (5 days throughout the whole programme) [40 hours]
- access to online training materials and toolkits
- online networking activities
- preparation and training management work [approx. 40 hours]

Moreover, we expect the 15 IPR Lawyers to gather in person at least twice during the programme. The expert will connect from remote and will coordinate with the local team (EU | BIC Berytech) the facilitation of the in-person activities.

The programme will address the following key learning topics through **a mix of theoretical sessions and practical workshops**: IP policies and protection; patents and competition law; code of ethics; patent licensing, TT, IP evaluation; trademarks, industrial design, copyright and related rights law; business law; tax/accounting and administrative support; contractual practices; international patenting –to be adapted to the participants' actual preparation and former experiences on the subject.

The programme will also address the importance of IP for startups and SMEs and the role IP lawyers can play in supporting them integrating IP in their business strategy. Particular attention will be dedicated to the three priority sectors Lebanon Innovate is working on: Agrofood, ICT & Creative Industries, Health.

We expect the programme to cover both the Lebanese IPR system and the European one, as we expect the lawyers to support both Lebanese innovators and entrepreneurs protecting their innovations in Lebanon and in Europe (if they are considering internationalising), and on the other side to support European innovators and entrepreneurs protecting their innovations in Lebanon.

4. Scope of work

In this framework, the Expert(s) will undertake the following activities:

- Design a 300-hour capacity-building program for mid-experienced IP lawyers on legal requirements in IPR, including:
 - Preparation of the overall concept (including objectives, content description and methodology).
 - Description of the on-line capacity building components (1:1 mentoring, group coaching sessions).
 - Description and preparation of the online training course (40 hours) – including training curriculum, training agenda, training materials, case studies, slides and interactive sessions.
 - Preparation of ex-ante and ex-post evaluation tests (to assess knowledge and expectations of the participants), for the overall programme and for the training.
 - Preparation of an online repository of tools and best practices for lawyers.
- Deliver the designed activities over a maximum of 300 hours, including:
 - Collection of participants lists and agendas of online coaching sessions



- Short report about each 1:1 mentoring session (covering session length, topics discussed and identified next steps)
- Collection of training participants' signatures.
- Collection of ex-ante and ex-post evaluation tests (throughout the programme)
- Prepare a final report outlining programme objectives, activities, materials, and results. Participants' lists, signatures and tests must be attached to the capacity building report. Individual reports of the mentoring sessions must be submitted online after each 1:1 meeting (template to be agreed with EBN). The report will also include some recommendations for follow-up activities with the group of lawyers.

The Expert(s) will work under the overall direct guidance of the EBN in close coordination with the Lebanon Innovate coordinator, Berytech, between January and April 2024 (with the possibility to extend the activity till May 2024 in case of delays).

5. Deliverables and Calendar

The Expert(s) will start the work after the validation of the offer by the contractor (second-half of January 2024) and shall coordinate with the EBN team for the strategy and implementation throughout the whole process.

Deliverable	Deadline
#1. Capacity building programme description and details (including calendar of activities, ex-ante questionnaire)	1 week after the contract signature
#2. On-line training delivery (including training materials, pre and post-training test, slides and case studies)	February-March 2024
#3. On-line Mentoring delivery (including reports for each mentoring session)	February-April 2024
#4. On-line Coaching delivery (including participants' lists and agenda)	February-April 2024
#5. Final report	15 May 2024

All the deliverables will have to be presented in English and validated by the Contractor before moving to the next step of the assignment. Failure to submit deliverables or not reaching enough quality may result in a reduced budget allocation. In addition, regular calls will be organized with the contractor.

6. Qualifications and Eligibility

The work can be delivered by a single expert or a group of experts complementing each other knowledge and skills. In case a group of experts applies, the contractor will sign the contract with the main applicant who will be responsible for the on-time and qualitative delivery of the activities, and that will act as main contact person for the overall programme.



Applicants must fulfill the following requirements:

- Being an IP lawyer with at least 10 years' experience
- Knowledge of the Lebanese IPR system
- Knowledge of the European IPR system
- Being familiar with WIPO system
- Proven experience in IPR development and protection for universities, research centers and start-ups.
- Proven training and coaching skills.
- Excellent English speaking and writing skills.

7. Timeline and Application

Work will take place between January and April 2024, with the final reporting deadline set for mid-May 2024.

The maximum budget set for this service is 20,000 Euros.

Candidates should submit the following documents:

- Technical offer (maximum 3 pages) outlining the methodology to conduct the work based on the content suggested in sections: "Activity description" and "Scope of Work", elaborating it further. It must include an outline of the overall programme (structure and curriculum), a first draft of the in-person training curriculum and approach, the tentative schedule of the different activities and the capacity building approaches that will be proposed to the trainees. An implementation calendar should be delivered.
- Financial offer: the Expert(s) should state the personnel dedication expressed in days per expert involved (1 day = 8 working hours) and including in the offer any other cost related to the preparation and implementation of the capacity building.
- Expert(s)' profile (maximum 2 pages per expert): the expert(s) should submit a brief explanation of the qualifications, relevant work experience (CVs shall be included as annex) and references on the topic. Applicants also need to register on the EBN Pool of Experts by filling in the following template: <https://www.surveymonkey.com/r/EBNcall4experts>

Offers must be submitted by Thursday 25th of January 2024, 23:59 CET, by email to Chiara.Davalli@ebn.eu cc: Kristina.Kockova@ebn.eu.

Offers will be assessed according to the following criteria and scores:

- Quality of the technical offer to meet the work objectives > maximum 45 points
- Proven track-record > maximum 45 points
- Financial offer > maximum 10 points



Applications will be assessed individually by at least two members of the Selection Committee, and the average of the individual scorings will result in the ranking list that will be then discussed and finalized by the Committee.

Top 3 shortlisted candidates will be invited for a short online interview.

The winning candidate will be notified by email of the selection of the offer.

For further information, please contact: Chiara.Davalli@ebn.eu