InnoTREK Grant

Conditions of Participation and Evaluation Process

1. **Purpose**

The InnoTREK Grant, a financial support program for UNIL-CHUV innovation, was created by PACTT (renamed in June 2025 as Knowledge Transfer UNIL CHUV – KT UNIL CHUV), with the support of the Foundation for Technological Innovation (FIT), to foster innovation within CHUV and UNIL and to encourage the creation of start-ups.

1. **Eligibility Criteria**

The InnoTREK Grant is open to candidates with a technology and a start-up creation project in the canton of Vaud.

Applicants must be employees of UNIL-CHUV institutions and affiliated with one of their units.

Applicants must be the project leaders.

Projects submitted by applicants must comply with ethical standards and institutional rules.

Projects must be technological development projects and not fundamental research work or consultancy services.

The spin-off must not yet have been created and must be incorporated in the canton of Vaud, or demonstrate economic activity there, with the sole purpose of developing the project.

1. **How to Apply**

Applicants must submit the application form available on the KT UNIL CHUV website ([www.pactt.ch/innotrek/](http://www.pactt.ch/innotrek/)), together with the required annexes.

Applicants may add any additional documents they consider useful for understanding their project.

Only duly completed applications meeting the eligibility criteria will be considered.

Applications must be submitted by email ([innofund@chuv.ch](mailto:innofund@chuv.ch)) to KT UNIL CHUV before the submission deadline.

1. **Selection Process**

All applications submitted on time will be evaluated and selected by KT UNIL CHUV.

Selection criteria include:

* Compliance with participation conditions,
* Entrepreneurial spirit, commitment, and motivation of the applicant,
* Feasibility, economic potential, and, where possible, the societal impact of the project as a future start-up (e.g., market study, simplified business plan),
* Innovative character of the technological project.

Applicants whose projects are preselected will be invited to present their project to the KT UNIL CHUV team (15-minute presentation followed by 15 minutes of questions).

After this preselection stage, the files selected by KT UNIL CHUV will be transmitted to the FIT Selection Committee, and the shortlisted applicants will be invited to a 10-minute presentation followed by 10 minutes of questions from the Committee. Decisions on the allocation of the InnoTREK Grant are made by the FIT Selection Committee, are final, and deliberations remain confidential.

KT UNIL CHUV and the FIT Selection Committee treat all information communicated in the applications confidentially.

KT UNIL CHUV reserves the right to modify this document, to postpone, or to cancel the allocation of InnoTREKs.

1. **Funding**

The maximum amount allocated per project under the InnoTREK Grant is CHF 100,000.

1. **Eligible Expenses**

The InnoTREK Grant is allocated for one year. Eligible expenses are:

* The salary of the project leader(s) (in accordance with institutional salary policies and, in any case, representing the majority of the funding),
* Purchase of equipment (max. 10% of the allocated amount) or consumables dedicated to the project,
* Service or consultancy costs.

Employer social charges (approx. 15%) will be deducted from the grant by Human Resources.

Spin-off incorporation costs (share capital) are not eligible.

1. **Intellectual Property**

If the project is based on Intellectual Property generated prior to the funding year, this Intellectual Property must originate wholly or in part from UNIL-CHUV institutions and must have been disclosed to KT UNIL CHUV using the Invention Disclosure Form.

If the project also includes innovative digital tools, the project leader must also disclose them to KT UNIL CHUV using the Software Disclosure Form. These forms are available on the KT UNIL CHUV website (<https://www.pactt.ch/documents/>).

Intellectual Property generated by the project leader during the funding year must also be disclosed to KT UNIL CHUV using these forms as soon as it is conceived.

All Intellectual Property generated during the project is the property of UNIL-CHUV institutions and will be managed by KT UNIL CHUV in accordance with institutional directives, notably « Directive du Conseil de Direction UNIL-CHUV du 02.12.2009 relative aux contrats et à la valorisation de la recherche ».

1. **Commitments**

a. The project leader commits to providing KT UNIL CHUV with two reports describing the results obtained with the InnoTREK Grant, available on the KT UNIL CHUV website ([www.pactt.ch/innotrek/](http://www.pactt.ch/innotrek/)).

* The first report must be submitted six months after the start of funding.
* The second report, which must include the business plan, must be submitted twelve months after the start of funding.

b. KT UNIL CHUV reserves the right to request that the project leader deliver an oral presentation on project progress following the submission of the first six-month report.

c. The project leader commits to giving an oral presentation of the project to the KT UNIL CHUV team six months after the end of funding. This fifteen-minute presentation must include, in particular, the entrepreneurial progress achieved during the eighteen months since the beginning of funding, an updated market study, and a business plan covering at least twenty-four months ahead, ideally thirty-six months. This presentation will provide both the candidate and the KT UNIL CHUV team with visibility on the feasibility and economic potential of the start-up as well as the entrepreneurial spirit of the project team.

d. The project leader commits to creating the start-up in the canton of Vaud. If incorporation is planned in another canton or abroad, KT UNIL CHUV must be notified in writing at least three months before incorporation.

e. The project leader commits to disclosing to KT UNIL CHUV all Intellectual Property related to the project, both pre-existing and arising during the funding year.

f. In the event of termination or major changes to the project during the funding year, the project leader commits to informing KT UNIL CHUV immediately and to reimbursing any unused portion of the grant.

g. The project leader commits to recording all results in a laboratory notebook.

h. The head of the host laboratory commits to providing the project leader with a project specification sheet consistent with the conditions of participation and defined according to the development plan presented in the InnoTREK application.

1. **Communication**

The project leader and the head of the host laboratory commit:

* To provide KT UNIL CHUV (on behalf of UNIL-CHUV) and FIT with non-confidential information about the project upon request,
* To accept that KT UNIL CHUV (on behalf of UNIL-CHUV) and FIT may reference the supported project in their internal and external communications and may use their image and name for the purpose of promoting UNIL-CHUV’s and FIT’s technology transfer activities.

The project leader authorizes KT UNIL CHUV to store and use their personal data (name, surname, date of birth, telephone, private address, email address, photos, etc.) and to communicate such data to third parties, particularly for the purpose of registering intellectual property rights. The project leader may at any time request access to their data and request modifications or corrections.

1. **Compliance with Conditions and Commitments**

In case of non-compliance with the conditions of participation or commitments, KT UNIL CHUV reserves the right to cancel the InnoTREK Grant or take appropriate measures.

In case of non-compliance with the conditions of participation (Article 2) and commitments (Article 8 §a – §c and §e – §h), the project leader and/or the head of the laboratory agree to reimburse the unused portion of the grant according to InnoTREK conditions.

In case of non-compliance with the commitment set out in Article 8 §d (incorporation of the start-up in the canton of Vaud), KT UNIL CHUV reserves the right to request partial or full reimbursement of the InnoTREK Grant allocated to the project, up to CHF 100,000.