ENRICH in China Soft Landing zones
Certification questionnaire

This self-assessment questionnaire is the first tool to assess the compliance to the ENRICH quality mark criteria – it will provide us with a first in-depth picture of your organisation in terms of profiling and of performances indicators.

The deadline for receiving applications is March 29th, 2018.

Estimated completion time: 25 minutes.

Contact Information

Organisation Name: …………………………………………………………………………..

Organisation Website URL: …………………………………………………………………..

Organisation Physical Address: ………………………………………………………………

Main Contact Name: …………………………………………………………………………..

Main Contact Title: …………………………………………………………………………….

Main Contact Phone: ………………………………………………………………………….

Main Contact Email Address: …………………………………………………………………

Please indicate since when your organisation is open:………………………………………….

Nature of your organisation - *Please select one option*

☐ Regional/Local Development Agency
☐ Regional/Local Innovation Agency
☐ Science/Technology Park
☐ Chamber of Commerce and Industry
☐ Technology Center
☐ University
☐ Research organisation
☐ Cluster
☐ Entrepreneurship/Business Center
☐ Local authority
☐ Business Incubator
☐ Private initiative
☐ Other (Specify)……………………………………………………………………………

Your organisation - *Several options may be selected*

☐ Is an independent, legally constituted organisation
☐ Currently does not have a separate legal entity and therefore operates under the umbrella of another legal organisation

☐ The organisation has a full time management team
☐ There are active companies and/or institutions already located in the organisation

Legal status

☐ For profit
☐ Not for profit

Main technology sectors present in your organisation - *Several options may be selected*

☐ Green Economy, Environment, Energy Cleantech
☐ Agriculture and Forestry
☐ Bio Economy, MedTech, Biotech, Health, Life Sciences, Pharma, Food
☐ ICT & Communications
☐ Manufacturing Robotics, Mecatronics, Nanotech, New materials
☐ Transport and Mobility Space, satellite, geo-locations, transportation
☐ Creative Industries design, leisure, fashion, media, digital apps
☐ Other (specify)

Core expertise of the entrepreneurship support staff - *Several options may be selected*

☐ Support at legal/procedural creation
☐ Support at creation (e.g. business planning, business modelling, skills assessment)
☐ Technological/Innovation assessment
☐ Internationalisation
☐ Legal advice
☐ Fund raising (conventional and non-conventional)
☐ Marketing
☐ Commercialisation
☐ Human resource development
☐ ICT development
☐ Other (Specify)…………………………………………………………………………………

Facilities - *Several options may be selected*

☐ Coworking spaces
☐ Rapid prototyping centers
☐ End user testing facilities
☐ Technology and testing centers
☐ Internationalisation platforms
☐ Fundraising platforms
☐ Technology Transfer office

☐ Other (specify)…………………………………………………………………………………….

Strategic alliances of your organisation (with active or formal partnership agreement) -
Several options may be selected

☐ Universities
☐ R&D institutions
☐ Accelerators
☐ Chambers of commerce
☐ Tech Transfer Office
☐ Large Companies
☐ International Corporations
☐ Regional/Local Development Agencies
☐ International Organisations
☐ NGOs
☐ Coworking Space
☐ Rapid Prototyping Center
☐ BAN networks
☐ Seed funds
☐ Venture Capital funds
☐ Banks
☐ Science/Technology Parks
☐ Technology Centers
☐ Innovation Centers
☐ Business Support Organisations
☐ Business School
☐ Export agency
☐ Crowdfunding Schemes
☐ Others (Specify)……………………………………………………………………………………

Signposting for startup services - *Several options may be selected*

☐ Legal adviser
☐ Accountants
☐ Bank/Financial expert
☐ Real estate agent
☐ Chamber of commerce
☐ Training institute
☐ Business School
☐ IPR expert
☐ Export agency
☐ Enterprise Europe Network
☐ Others (Specify)……………………………………………………………………………………

Number of clients supported since the creation of your organisation

Number of Start-ups:…………………………………
Number of SMEs:………………………………………..

Number of Large companies:…………………..
Number of Researchers:……………………………

Services supplied - *Several options may be selected*

Lead generation/awareness raising
>Activities that raise awareness and stimulate/attract potential entrepreneurs to seek support from your organisation.
☐ Yes
☐ No

Pre-incubation
>Services that provides support to potential entrepreneurs to test the feasibility of the business - i.e business modelling.
☐ Yes
☐ No

Incubation
>Services aimed at supporting the establishment of a start-up - i.e coaching and mentoring.
☐ Yes
☐ No

Growth Services
>Services targeted at small businesses to scale up and expand - i.e internationalisation.
☐ Yes
☐ No

Internationalisation support

Has your organisation supported European entrepreneurs/researchers in any capacity?
☐ Yes – please specify the number:…….
☐ No

Please briefly describe the services provided to these entrepreneurs/companies/researchers:
………
………
………
………
………

Please indicate all services you currently provide to foreign clients:
☐ Domestic market research
☐ Identification of local customer prospects
☐ Access to capital and potential funders
☐ Intellectual property/patent assistance
☐ Fast-track connections
☐ Help meeting government regulations
☐ Assistance with import/export laws

- ☐ Cultural training
- ☐ Immigration and visa assistance
- ☐ Integration guidance
- ☐ Mentorship
- ☐ Coworking spaces
- ☐ Other (please describe) ……………………………………………………………………………

Please describe any other international partnerships/events your organisation has established:……………………………………………………………………………………………...
………
………
………

Can you demonstrate specific program success in supporting foreign clients?
- ☐ Yes
- ☐ No

If so, please describe your past experience in supporting foreign clients:
………
………
………
………

This is the list of support that EU partners are likely to require - please indicate the services your organisation would be able to provide:

- ☐ Visa support (including a letter of invitation from a Chinese organisation)
- ☐ Living accommodation
- ☐ Work/desk space
- ☐ Collection from the airport & early arrival support
- ☐ Navigation through hub airports (e.g. Beijing and Guangzhou)
- ☐ Guidance (and maybe support) travelling around a city/province/country
- ☐ A pre-trip briefing to provide visitors with an idea of what to expect (e.g. no Google, YouTube, WhatsApp – if on Android, need to download apps in advance of trip as no Google Play Store, importance of guanxi)
- ☐ Introductions to relevant potential partners
- ☐ Support for follow up meetings with potential partners
- ☐ Preparing a bilingual presentation about their company, organisation, aim of trip
- ☐ Information about local funding schemes and their conditions for international cooperation
- ☐ Setting up a WeChat account
- ☐ Setting up Alipay and WeChat pay accounts (and being told how to use them)
- ☐ Getting a Chinese name and Chinese contact details for business cards
- ☐ Getting a Chinese SIM card
- ☐ Getting a VPN account
- ☐ IPR briefing
- ☐ Finance briefing (including special tax receipts and rules about gifts)
- ☐ Translation and secretarial support
- ☐ Banking support

☐ Out of hours support (contact details)
☐ Medical support (insurance packages, location of English speaking doctors)

Provide a description of successful clients you have supported in the year

1ˢᵗ example.

Name of company/researcher:…………………………………………………………………

Product/service/research:…………………………………………………………………..

Sector:………………………………………………………………………………………

Reason for selecting the company/researcher:……………………………………………..
………………………………………………………………………………………………
………………………………………………………………………………………………

Profile of the company/researcher:………………………………………………………….
………………………………………………………………………………………………
………………………………………………………………………………………………

Type of support provided by your organisation:……………………………………………..
………………………………………………………………………………………………
………………………………………………………………………………………………

Challenges faced by your organisation:……………………………………………………..
………………………………………………………………………………………………
………………………………………………………………………………………………

Future realistic ambitions of the company/researcher:……………………………………….
………………………………………………………………………………………………
………………………………………………………………………………………………

2ⁿᵈ example.

Name of company/researcher:…………………………………………………………….

Product/service/research:…………………………………………………………………...

Sector:………………………………………………………………………………………

Reason for selecting the company/researcher:……………………………………………..
………………………………………………………………………………………………
………………………………………………………………………………………………

Profile of the company/researcher:………………………………………………………….
………………………………………………………………………………………………
………………………………………………………………………………………………

Type of support provided by your organisation:……………………………………………..
………………………………………………………………………………………………
………………………………………………………………………………………………

Challenges faced by your organisation:……………………………………………………..
………………………………………………………………………………………………

………

Future realistic ambitions of the company/researcher:……………………………………………
………
………

<u>Additional file</u>

Please attach any additional file (pdf, Word, PPP, Excel, etc.) in Zip Format that you wish to include to this questionnaire.