

D.T2.2.1 TEMPLATE FOR ACTION PLANS OF PPI COMPETENCE CENTRES

APRIL 2019

DEX Innovation Centre





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Project context

Short description of the project

The PPI2Innovate project (Capacity building to boost usage of public procurement of innovation in Central Europe) explores how procurement strategies could be broadened and improved to support innovation within Central European countries. The implementation of the project is carried out during the period of 1st of June 2016 - 31st of May 2019 within the frame of EU Interreg “CENTRAL EUROPE”. It operates as an association of partners from various Central European countries and regions, including partners from Croatia, Czechia, Hungary, Italy, Poland and Slovenia. It brings together agencies from different sectors (HAMAG BICRO, CTRIA and RRDA), actors from research and development (UNITO, ICT TN, DEX IC) and from public administration (Slovenian Ministry of Public Administration, the Region of Piedmont and local governments of Somogy County in Hungary and Lublin in Poland).

The project can be divided into two phases:

- In the first phase, project partners worked together to create the background for public procurement of innovation (PPI). The outcomes were three thematic PPI2Innovate toolkits on the fields of SMART Health, Energy and Info-Communication Technology (ICT) related to innovative procurement. These three manuals have been translated to the six national languages of project partners and are available for the wider public to support PPI in the region. This phase was finished by the end of October 2017.
- In the second phase of the project started after the closure of the first phase in November 2017. Its primary aim is to carry out the implementation and dissemination of the knowledge gathered in the PPI manuals of the first phase. Therefore, the second phase consists of two parts. First, the implementation of 4 pilot PPI projects in the fields of health, energy and ICT to apply “learning by doing approach”. Second, six project partners are involved in the creation of knowledge hubs or national competence centres to develop further and share knowledge gathered on PPI.



Goal of the document

This present document is an action plan template for the 6 founding members of the competence centre network to develop their national competence centres. This document aims to define the main tasks and activities of the competence centres to reach the general objective of the project.

Each competence centre performed mapping process in region or country. They will identify and describe 8 implementable projects (48 total) and formulate 6 Maps (1 per each CC). The objective of each competence centre will be to support implementation of these 6 PPI projects after project closure, continue in creation of awareness, identify new PPI projects and support them. This requires clear plan, including resource allocation, which will be addressed in 6 Action plans, while reflecting also knowledge from Pilots. Thus, the 6 partner who will organize the competence centres are asked to fill this template and define the main activities of it.



Stage 1

Note: In stage 1 each project partner is asked to describe the framework conditions to their action plan following the indicated issues below. This part should lead to the definition of actions needed to reach the defined goals.

- **Describe the relevant policy context of the CC operation**

Note: Please describe here the relevant issues rooted from the existing policies, development strategies.

Národní výzkumná a inovační strategie pro inteligentní specializaci České republiky 2014 - 2020 (aktualizace 2018) [*National research and innovation strategy for intelligent specialisation of Czech Republic 2014-2020 (2018 update)*]

Available at https://www.mpo.cz/assets/cz/rozcestnik/pro-media/tiskove-zpravy/2019/1/Narodni_RIS3_strategie_aktualizace_2018.pdf

Inovační strategie České republiky 2019-2030 [*Innovation strategy of Czech Republic 2019-2030*]

Available at https://www.vlada.cz/assets/urad-vlady/poskytovani-informaci/poskytnute-informace-na-zadost/Priloha_1_Inovacni-strategie.pdf

- **Background condition**

Note: the background conditions of the CC operation should be presented here. It can cover the regional/national needs, changing importance of PPI, supporting and hindering factors, etc.

In theory the innovative public procurement is a great tool for boosting innovation. On the other hand utilization of the innovative public procurement concept in practice is very rare in Czech republic. There are huge barriers in utilization of this concept regarding the risks, lack of experience, interest or motivation connected with usage of innovative public procurement. Therefore the public sector is not willing to use this concept rather than other methods.



- **Defined goals:**

Note: The goals should be defined considering the low level of PPI use within Central Europe that determines to support its growth within the region. Among other tasks, the Competence Centres aim to (1) transfer knowledge through trainings, (2) gather experiences from their wider region and (3) develop further the existing best practices.

The main goal is to disseminate knowledge and experience regarding the PPI concept and **SMART PPI Tools** for the health care, information and communication technologies and energy sectors.

Specific goal:

- disseminate knowledge and exchange experience in the field of public procurement for innovative solutions (PPI),
- creation and development of knowledge base and present good practices about PPI implementation in the country,
- connecting entities interested in implementing PPI by creating a place for information exchange.

- **Planned actions:**

Note: project partners are asked to identify the key activities of their competence centres, including knowledge transfer, trainings, networking and other activities. Actions should be listed, if more than 3 are identified, please feel free to add more activities.

Action 1. Web page dedicated to presenting PPI2Innovate tools and interesting information regarding the PPI in Czech Republic as section of DEX Innovation centre web pages. The section will be up to date at least 3 years after the end of the project.

Action 2. DEX Innovation centre **together with DOPLN PARTNERA** will serve as information and consultation centre regarding the PPI in Czech Republic.

Action 3. Dissemination of 3 thematic tools developed as part of the project used in all activities of the Competence Centre.

Action 4. Dissemination and information activities regarding the PPI in Czech Republic using social media.

Action 5. Creating a local PPI partnership and connecting all interested parties.

Action 6. Updating the tools and national PPI2Innovate map.



- **Performance indicators:**

Note: Here partners are asked to identify the main indicators for measuring the success or progress of

Action 1. Web page dedicated to presenting PPI2Innovate tools and interesting information regarding the PPI in Czech Republic. - **Indicator: unique entries to the section per year.**

Links to relevant articles, information sources and national PPI projects will be actualised **Indicator: min. 2 times per year.**

Action 2. DEX Innovation centre **together with DOPLN PARTNERA** will serve as information and consultation centre regarding the PPI in Czech Republic. **Indicator: number of requests for information or consultation.**

Action 3. Dissemination of 3 thematic tools developed as part of the project used in all activities of the Competence Centre. **Indicator: number of downloads of the tools files through DEX Innovation centre web pages.**

Action 4. Dissemination and information activities regarding the PPI in Czech Republic using social media. **Indicator: min. 3 social media outputs per year. (FB, TT, LinkedIn)**

Action 5. Creating a local PPI partnership and connecting all interested parties. **Indicator: Maintaining cooperation with partners at national level. University of West Bohemia in Pilsen, Liberec region office, Technology Centre AV CR, DOPLN PARTNERA.**

Action 6. Updating the tools and national PPI2Innovate map. **Indicator: Tools and map will be checked for updates and actualised if necessary once per year**

each activity.

- **Stakeholders:**

Note: Partners are asked to identify key actors who have influence or participate in the activities.

DOPLN PARTNERA

University of West Bohemia in Pilsen, Faculty of Economics. Centre of Project Activities and Department of Business Administration and Management. University offer advisory assistance and preparation of scientific publications and dissemination of project results within academic environment and professional public.

Technology Centre AV CR - strategic partner.

Liberec region office - regional government office.



Stage 2

Note: In the 2nd stage of this document each project partner is asked to detail the actions planned in the previous section. Project partners should name the action and then follow the table.



Action 1 Web page dedicated to presenting PPI2Innovate tools and interesting information regarding the PPI in Czech Republic

| | |
|--|--|
| time horizon (when? dates a required) | Min. 3 years after the project closure. |
| responsible organisation and/or contact person | DEX Innovation center (http://dex-ic.com) |
| description of implemented activities (what, who, how?) | Web site will be used for publishing list of thematic publications on PPI, including scientific articles, opinions, external expertise and information on practical examples of PPI implementation. Web site will be updated on a regular basis at least 2 times per year. DEX Innovation centre will be responsible for web page. |
| envisioned outputs produced | Web site containing references to of thematic publications on PPI, including scientific articles, opinions, external expertise and practical examples of PPI implementation. |
| proposed resources (funds, economic sustainability) | DEX Innovation centre will finance activities from its own resources. |
| monitoring (define which monitoring methods will be used) | Unique entries to the PPI web site section per year will be measured. |
| players involved | DEX Innovation centre team PARTNER |

| Detailed description of tasks for each action | |
|---|---|
| task 1 Web page | task 2 Web page updates |
| Web page referring to identified references to of thematic publications on PPI, including scientific articles, opinions, external expertise and practical examples of PPI implementation will be created. | Web site will be updated on a regular basis at least 2 times per year. DEX Innovation centre will be responsible for web page. |



Action 2 DEX Innovation centre together with DOPLN PARTNERA will serve as information and consultation centre regarding the PPI in Czech Republic.

| | |
|--|--|
| time horizon (when? dates a required) | Continuously for 3 years of operation of the Competence Center. |
| responsible organisation and/or contact person | DEX Innovation centre together with DOPLN PARTNERA |
| description of implemented activities (what, who, how?) | The competence centre will provide information and consultancy services. The project team together with the external experts will serve as the first consultancy point for external customers providing support regarding the possibility of participation in PPI project. |
| envisioned outputs produced | Interested subject should consult their questions regarding the PPI and will receive the initial information and further assistance depending at subject of the issue. |
| proposed resources (funds, economic sustainability) | The first contact and basic questions will be financed by DEX Innovation centre from its own resources. Complex long term assistance will be a paid service. |
| monitoring (define which monitoring methods will be used) | Number of contacts and their complexity will be internally monitored by DEX Innovation centre. |
| players involved | DEX Innovation centre, DOPLN PARTNERA, external experts. |

| | |
|---|--|
| Detailed description of tasks for each action | |
| task 1 Providing of information | task 2 Providing of consultancy a and more complex advisory services |
| DEX Innovation centre together with DOPLN PARTNERA will provide information regarding the PPI upon request. | DEX Innovation centre together with DOPLN PARTNERA or external experts will provide more complex advisory services and guidance for interested entities. |



| Action 3 Dissemination of 3 thematic tools developed as part of the project used in all activities of the Competence Centre. | | |
|--|---|--|
| time horizon (when? dates a required) | Continuously for 3 years of activity of the Competence Center. | |
| responsible organisation and/or contact person | DEX Innovation centre | |
| description of implemented activities (what, who, how?) | Dissemination of 3 thematic tools (Smart Health, Smart Energy, Smart ICT) developed under the PPI2Innovate project among all interested institutions in the subject of PPI. Tools will be used during all activities carried out as part of the Competence Center and will be disseminated among a wide range of recipients. | |
| envisioned outputs produced | Dissemination of information regarding PPI tools through all available dissemination channels: personal meetings, website, social media. The tools will be promoted in every opportunity. | |
| proposed resources (funds, economic sustainability) | DEX Innovation centre will finance this activities from its own resources. | |
| monitoring (define which monitoring methods will be used) | Internal monitoring by DEX Innovation centre. Number of downloads of the tool files through DEX Innovation centre web pages will serve as indicator. | |
| players involved | DEX Innovation centre | |
| Detailed description of tasks for each action | | |
| task 1 dissemination of tools through the website | task 2 dissemination of tools through personal meetings | task 3 dissemination of tools through social media |
| DEX Innovation centre will promote the tools through their web site. | DEX Innovation centre will promote the tools during all personal meeting and advisory services. | DEX Innovation centre will promote the tools through social media posts. |



Action 4 Dissemination and information activities regarding the PPI in Czech Republic using social media.

| | |
|--|--|
| time horizon (when? dates a required) | Continuously for 3 years of operation of the Competence Center. Current information will be published regularly in all social media (FB,TT, LinkedIn). |
| responsible organisation and/or contact person | DEX Innovation centre |
| description of implemented activities (what, who, how?) | Social media are fast easy and cheap way how to reach the wide audience of potential interested subjects. The network of recipients and followers is created with number of secondary benefits beyond the project scope. DEX Innovation centre is using Facebook, Twitter and LinkedIn to promote their activities including information about news and actualities. |
| envisioned outputs produced | 3 social media accounts (on Facebook, Twitter and LinkedIn) updated regularly with number of followers. |
| proposed resources (funds, economic sustainability) | DEX Innovation centre will finance this activities from its own resources. |
| monitoring (define which monitoring methods will be used) | Internal monitoring by DEX Innovation centre. Number of followers and posts will serve as indicator. |
| players involved | DEX Innovation centre |

Detailed description of tasks for each action

| task 1 Facebook | task 2 Twitter | task 3 LinkedIn |
|--|--|--|
| The DEX Innovation centre team will post new information and actualities regarding the PPI at FB regularly | The DEX Innovation centre team will post new information and actualities regarding the PPI at TT regularly | The DEX Innovation centre team will post new information and actualities regarding the PPI at LinkedIn regularly |



| Action 5 Creating a local PPI partnership and connecting all interested parties. | |
|---|--|
| time horizon (when? dates a required) | February 2020 |
| responsible organisation and/or contact person | DEX Innovation centre |
| description of implemented activities (what, who, how?) | Partnership of minimum three entities will be established as result of the project connecting all interested parties together. There will be for example representatives of local government, universities, public bodies and private companies. |
| envisioned outputs produced | Partnership will serve as a network for exchange ideas, information and experiences regarding the PPI. |
| proposed resources (funds, economic sustainability) | DEX Innovation centre will finance this activities from its own resources. |
| monitoring (define which monitoring methods will be used) | Internal monitoring by DEX Innovation centre. Number of partners will serve as indicator. |
| players involved | DEX Innovation centre |
| Detailed description of tasks for each action | |
| task 1 creating a partnership | task 2 sharing the information and experience within the partnership |
| DEX Innovation centre will create the partnership and secure the communication platform (channels). | Interesting information, news and experiences should be shared within the partnership. |



| Action 6 Updating the tools and national PPI2Innovate map. | |
|--|---|
| time horizon (when? dates a required) | Continuously for 3 years of operation of the Competence Center. Tools and map should be updated at least once (if necessary). |
| responsible organisation and/or contact person | DEX Innovation centre |
| description of implemented activities (what, who, how?) | In case of legislation changes regarding the PPI, the tools will be updated to reflect actual situation. The PPI2Innovate map will be updated as well at least once a year when new PPI projects which should serve as inspiration and source of best practice and experience will arise. |
| envisioned outputs produced | Actualized tolls and PPI2Innovate map |
| proposed resources (funds, economic sustainability) | DEX Innovation centre will finance this activities from its own resources. |
| monitoring (define which monitoring methods will be used) | Internal monitoring by DEX Innovation centre. |
| players involved | DEX Innovation centre |
| Detailed description of tasks for each action | |
| task 1 updating the tools | task 2 updating the map |
| The tool will be updated if necessary (new legislation). | The map will be updated if necessary (new relevant PPI project). |



Stage 3

Note: In the 3rd stage of this document each project partner is asked to add the time frame of each activity in the following tables. Colour the tables according to the example. Add extra rows to the tables if needed.

First Year of competence centre operation from June 2019

| Month | | | | | | | |
|-------|------|------|-----|-----|-----|-----|-----|
| | June | July | Aug | Sep | Oct | Nov | Dec |
| Act 1 | | | | | | | |
| Act 2 | | | | | | | |
| Act 3 | | | | | | | |
| Act 4 | | | | | | | |
| Act 5 | | | | | | | |
| Act 6 | | | | | | | |

Second year 2020

| Month | | | | | | | | | | | | |
|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Act 1 | | | | | | | | | | | | |
| Act 2 | | | | | | | | | | | | |
| Act 3 | | | | | | | | | | | | |
| Act 4 | | | | | | | | | | | | |
| Act 5 | | | | | | | | | | | | |
| Act 6 | | | | | | | | | | | | |



Third year 2021

| Month | | | | | | | | | | | | |
|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Act 1 | | | | | | | | | | | | |
| Act 2 | | | | | | | | | | | | |
| Act 3 | | | | | | | | | | | | |
| Act 4 | | | | | | | | | | | | |
| Act 5 | | | | | | | | | | | | |
| Act 6 | | | | | | | | | | | | |

Last year of operation till May 2022

| Month | | | | | |
|-------|-----|-----|-----|-----|-----|
| | Jan | Feb | Mar | Apr | May |
| Act 1 | | | | | |
| Act 2 | | | | | |
| Act 3 | | | | | |
| Act 4 | | | | | |
| Act 5 | | | | | |
| Act 6 | | | | | |