

## Summary of University/SEMMA Manufacturing Protocol

- 1 Single Technology Access Point for Manufacturers wanting to look for technology assistance within {University Name}.
- 2 The Manufacturer or SEMMA contacts The Access Point (AP). The AP discusses and refines/defines the need.
- 3 The AP then contacts the relevant department within {University Name} and organises the initial discussions between the Department and the Manufacturer(s)
- 4 The relevant Department will then analyse the requirements and establish an initial position regarding feasibility and availability of resources.
- 5 The AP will then organise the follow up meeting between the Department, the Manufacturer and SEMMA (if required) with an objective to mutually agree 4 main aims
  - a. Project plan and feasibility
  - b. Project structure (Who, how long, skills, manufacturers input i.e. process related to product
  - c. Financial Structure defining the cost for the University, the cost for the manufacturer, possible rewards for both parties including Publications, product and profit.
  - d. Possible funding routes (Grants whether Federal or State etc.)
- 6 The AP then facilitates the follow up meetings to confirm the points in point 5.
- 7 An agreement is signed between all parties concerned with clear goals and deliverables and based on an agreed financial structure. Template to be created.
- 8 Project moves forward.
- 9 The AP/SEMMA publish success stories to their members and other relevant bodies.