

Application form

Startup Labs

1. General information

1.1. Company (see Annex I)

(Prospective) company name

(Prospective) legal form

Commercial register number ¹ CRN

VAT number

Address Street name & number

Postal code

City

Country

(Prospective) year of establishment

1.2. Focus area²

<input type="checkbox"/> Agricultural technology	<input type="checkbox"/> Bioinformatics	<input type="checkbox"/> Environmental engineering
<input type="checkbox"/> Industrial biotechnology	<input type="checkbox"/> Medical and pharmaceutical biotechnology & medical engineering	<input type="checkbox"/> andere:

1.3. Review of the business model

- Funding has been approved by a public funding agency (pursuant to Annex II). Confirmation of funding approval is enclosed with the application.
- The company/project is currently not supported by a public funding institution. A business plan or funding application is enclosed with the application for the purposes of evaluation.

1.4. Contact

Name

Role

Email

Telephone

¹ The commercial register number and VAT number fields do not have to be filled in for companies currently in the process of being established.

² Focus areas as listed in the [Austrian Life Science Directory](#).

2. Workspace requirements in the Startup Labs

2.1. Preferred start of use:

2.2. Prospective term of use (three years maximum):

2.3. Exclusive workspace required ³

● Laboratory:	workspaces at the start of use and	workspaces after	months.
● Cell culture:	workspaces at the start of use and	workspaces after	months.
● Office:	workspaces at the start of use and	workspaces after	months.

An application for more Office than Lab workspaces is not possible.

2.4. Activities in the Startup Labs

Please submit a brief description of the planned activities and processes in the laboratory. What assays and analyses will you carry out and which model organisms will you primarily be working with (full sentences or key words)?

2.5. Own equipment

Please list the laboratory equipment you will be bringing with you. How much space and what types of terminals will you need (full sentences or key words)?

2.6. Special requirements

Please indicate any additional technical requirements or special requirements of your activities in the laboratories (full sentences or key words).

³ Exclusive workspace: the laboratory, cell culture or office workspace is reserved exclusively for the user and may not be shared with other users.

2.7. Hazardous chemicals or biological agents

Please indicate any hazardous chemicals, media, and biological agents that are essential for your activities in the laboratory, and their properties (full sentences or key words).

3. Boehringer Ingelheim Innovation Prize - Austria

If I am awarded a place in the Startup Labs, I would also be interested in applying for the Boehringer Ingelheim Innovation Prize - Austria. I consent to the disclosure of my contact details (email address, telephone number, name of contact, company name) to Boehringer Ingelheim RCV.

4. Declaration of consent

By signing this form, I consent to the processing of my personal data (in particular my name, company/commercial register number, address, telephone/fax number, email addresses, bank details, birth details, etc.) by the Vienna Business Agency for the purpose of fulfilling the contractual relationship (Article 6(1)(b) EU-GDPR). Additional data (e.g. commercial register extract, land registry data, etc.) will be obtained if necessary and required. This data may also be processed after termination of the contractual relationship if this is necessary to safeguard the legitimate interests of the Vienna Business Agency or to fulfil a legal obligation.

City, date

Signature

5. Guidelines and criteria for submitting applications for workspaces in the Startup Labs

Incoming applications will be ranked on a first-come, first-served basis and evaluated according to the criteria listed in the application form. If there is any uncertainty regarding applicants' technical requirements or the availability of laboratory workspaces is limited, the candidates will be contacted in order to ensure that any deviations from the requirements described in the application are acceptable to the user.

Applications that have been provisionally rejected due to limited availability of laboratory workspaces will be placed on a waiting list. Applicants will be informed of this and notified as soon as free workspaces are available. In these cases, applicants may also, in consultation with the lab management, reduce their requirements to the minimum in order to be admitted to the Startup Labs.

Submitting an application for laboratory workspaces does not entitle the applicant to a space. Workspaces are allocated on the basis of availability at the discretion of the Vienna Business Agency, within the framework of the criteria defined by the Vienna Business Agency, and no claims whatsoever against the Agency will be accepted in the event an application is not approved.

5.1. Indicators

No.	Indicator	k.o.
	Startup or business establishment project in the life sciences	ja
1.	Is the application for a project with the goal of establishing a company or a startup in the life sciences (see Annex I) and NOT for a public research institution or an established medium-sized/large enterprise looking for external R&D workspaces?	
2.	Company headquartered in Vienna or plans to settle in Vienna soon	ja
	Is the (prospective) company headquartered in Vienna or are there plans to settle in Vienna soon?	
	Qualified business model	ja
3.	Evidence of a qualified business model in the form of confirmation of funding approval (see Annex II) or internal assessment after submission of the business plan.	
	Urgent need for laboratory space and equipment	ja
4.	Does the (prospective) company have an urgent need for laboratory workspaces and laboratory infrastructure?	
	Technical & structural feasibility	ja
5.	Can the technical and structural requirements listed in the application be met by the Startup Labs, or can any necessary adjustments be easily implemented?	
	Availability ⁴	nein
6.	Does the current capacity utilisation of the Startup Labs (including strategic vacancy for projected growth of existing users) permit admission of the (prospective) company for the desired period of use? Can a compromise on available workspaces or period of use be reached via a feedback loop?	

⁴ If not enough workspaces are available, the application will be placed on a waiting list.

Annex I – Parties eligible for application

Existing companies and companies in the process of being established in Vienna are eligible to apply.

Existing companies must meet the following conditions:

- They must either be headquartered in Vienna or have a permanent establishment in Vienna by the start of the project at the latest,
- the value-adding activities of the project must be carried out predominantly in their permanent establishment in Vienna, and
- they are a small⁵ enterprise with a permanent establishment and/or research facility in Vienna and a maximum 25% participation of a large enterprise.

Enterprises in the process of being established must be

- established six months after starting use of the Startup Labs and
- meet the requirements of an eligible existing company after establishment.

Annex II – Examples of public funding programmes

The following table is a list⁶ of preferred funding programmes that may be used as a reference for admission to the Startup Labs:

Funding agency	Programme
aws	PreSeed, Seed
EU	Eurostars, Horizon 2020
FFG	Basisprogramm, Bridge, Early Stage
Vienna Business Agency	Forschung, Innovation
WWTF	Life Science Calls, Life Science Stiftungsprofessuren

⁵ Simplified Definitions:

Micro-enterprise: < ten employees and (annual turnover ≤ two million euros or annual balance sheet total ≤ two million euros)
 Small enterprise: < 50 employees and (annual turnover ≤ ten two million euros or annual balance sheet total ≤ ten million euros)
 Medium-sized enterprise: < 250 employees and (annual turnover ≤ 50 million euros or annual balance sheet total ≤ 43 million euros)
 Large Enterprise: ≥ 250 employees or (annual turnover > 50 million euros AND annual balance sheet total > 43 million euros)

Exact definitions in:

[User guide to the SME definition and Commission Recommendation of 6 May 2003 concerning the definition of micro, small and medium-sized enterprises.](#)

⁶ We make no claim to completeness.

Table of revisions

Nr.	Datum	Änderung betrifft	von
1.1	19.02.2020	Erstellung Version EN: Übernommen von DE Version 2.1	P. Hainzl