

# How to Apply

**Applications to the LIRA 16 Forum are Now Open**

**Deadline: February 28<sup>th</sup>, 2022**

Before starting the application, please make sure you have carefully read and understood the [Categories & Eligibility](#) conditions, and our [Assessment Criteria](#).

## What is the needed information?

If you are eligible to apply within the listed [categories](#), first start by preparing all the relevant and detailed information for your project as per the below list. The application will require you to provide a thorough and detailed description of each of the following, which will be used to assess the proposed project based on our published [assessment criteria](#):

- Brief Description of the Project (Introduce the problem statement and the innovative solution offered)\*
  - Brief Description of the Project in Arabic (This is what would be published in the annual LIRA book to briefly represent your project)\*
  - Uniqueness and Innovation (Provide evidence of benchmarked solutions/products/processes and highlight the added-value of this project)\*
  - Detailed Design (Describe the project technical design and functions)\*
  - Block Diagram
  - Proof of Viable Industrial Application of the Project (Explain how this project would be utilized in an industrial setting, while considering all relevant business aspects)\*
  - Expected Deliverables (Specify what exactly would be exhibited in the LIRA forum)\*
  - Virtual Render of the Proposed Project
  - Photo of the finalised Functional Prototype\*
  - One Minute Video Introducing the Project\*
- (\* Required Fields to Submit the Application)

In addition, you will need to add in the filled form, the contact information of all participating students, academic supervisors, and faculty dean.

Before submitting your application please read our Privacy Notice. By submitting your application, you confirm that you accept our privacy terms and conditions.

### What is the application process?

To submit your innovative idea, applicants should:

1. Go to the IRALEB Call webpage ;
2. Revise the eligibility criteria and terms and conditions of the competition;
3. Develop the proposal and secure support from industrial partner;
4. You must create a username and password and can at any time update or modify the Online Application. The application can be saved but should be completed and submitted without missing required fields before the deadline. But once you submit, you will not be able to go back to it to edit any fields or attach any documents.
5. Complete the form available on the website by filling out all the forms before submitting the application;
6. Do not wait until the deadline to submit your application.
7. Send the completed form signed and supporting documents to LIRA offices.
8. An independent Selection Committee, composed of IRALEB specialists, external innovation experts will evaluate all the proposals.
9. Decisions on next steps and whether your application will be retained will be communicated to you by email

### Who can apply & General Remarks:

1. Applications and supporting documents can be submitted in English, Arabic or French. There is no fee to participate in the Call. Applicants will receive a confirmation email that their application has been received. Incomplete or late responses will not be considered.
2. Any queries related to the call in general or the application process itself should be directed to [lira@liraprogram.com](mailto:lira@liraprogram.com).
3. In case of a team work, a project leader (supervisor) should be identified to coordinate the activities and to report to IRALEB.
4. We welcome ideas and solutions at any stage of development. These can be innovations at an early stage or at a more advanced stage.
5. The idea to be submitted can be a joint collaboration effort by different faculties and different universities.
6. Applicants are expected to include among the members of their teams, persons who have knowledge and experience in the different areas necessary to implement the proposal.

### What are the Key dates and deadlines?

1. Launch of the Call: 1st February 2022;
2. Submission deadline: 28 February 2022 (midnight, Lebanon time);
3. Announcement of winners: end march 2022;
4. LIRA Fund Award ceremony: April 2022
5. LIRA Forum of Technology & Industrial Innovation: November 2022

### What will be the following steps?

1. The top proposals will be invited to participate in LIRA Fund Award event where the teams will present their proposals to the Board of Trustees and Executive Board.

2. Later, the winners will get the chance to present and share their implemented projects with a larger audience at the LIRA Annual Forum held at the end of the year. The event is an opportunity to create value and put the finalists and their projects in the spotlight, offering them global visibility that can be valuable for their innovation journey.
3. After the event, finalist will be invited to participate in a one to one coaching programme to assess the capacity of young innovators. This programme, funded by Konrad Adenauer Stiftung will elaborate a tailor made capacity building program that would include mentoring sessions and personalized technical support to refine the proposals based on their needs and feedback from the evaluators. They will also receive advice on how to prepare for the Pitch in front of potential investors.

### What will the LIRA Forum winners be awarded?

The winning projects will receive:

- **Financial Support:** The winning ideas will be awarded grants from IRALEB, to implement the proposed solution and turn their innovative idea into ready-to-implement prototype.
- **Awards:** The projects ranking in the first, second and third places will be awarded prizes at the LIRA Forum.
- **Follow up:** a dedicated team from IRALEB will follow up the implementation of the project and prevent any mis-coordination between students and industrialists.
- **Access to capacity building program and incubation support:** Through boot camps and mentoring, winning projects will receive technical support to come up with a viable product if needed. These programs are funded by Konrad Adenauer Stiftung and Berytech. Capacity building provide an environment for the creation

of startups through incubation, networking, business support, hosting,....

- **Pilot:** Once the prototype is developed, innovators and partners will test the solution through a pilot test that is performed before investing in full-scale production. Conducting a smaller scale study before making a major investment of time and resources will be financed by LIRA partners. The pilot would include the testing of a fully functional product in the purpose of understanding client reactions.
- **Visibility:** top winning projects will receive support through awareness raising of the idea and solution, including an invitation to regional events where the innovative project may be presented to potential partners and sponsors, and the development of press articles and communication materials.
- **Access to a wide network of experts:** LIRA Forum winning shortlisted projects will be invited to join the IRALEB network. Through the network, members will have the occasion to exchange with other innovators and to share their solutions with international and local partners if any opportunity arises and upon availability of needed funding.