



# Flinders Partners Pty Ltd

## 2010 List of Services

Flinders Partners Pty Ltd  
ABN 15 008 119 640

Ground Floor  
Mark Oliphant Building  
Laffer Drive  
Science Park Adelaide  
Bedford Park SA 5042

T +61 (0) 8 8201 7788  
F +61 (0) 8 8201 7888

[FLINDERSPARTNERS.COM](http://FLINDERSPARTNERS.COM)  
[info@flinderspartners.com](mailto:info@flinderspartners.com)

Flinders Partners Pty Ltd is a wholly owned subsidiary of Flinders University, here to support you as a researcher with all of your industry/government linkage, consulting, contract R&D, IP management, partnering and other related needs. Below is an outline of some of the many services that we can provide. If you can't find exactly what you need in this outline, please feel free to contact us and we will do our very best to organise the right support for you.

### **New Opportunities**

- Scope new project opportunities with industry and government
- Identify funding opportunities
- Identify key expertise in the University to match funding
- Identify appropriate partners nationally and internationally
- Facilitate requests for education and training across the University
- Keep abreast of emerging priorities

### **Tender Preparation & Review of Project Documentation**

- Aid in the preparation of tender proposal
- Provide templates / checklists to support the development of the proposal
- Interpret and clarify any ambiguities relating to scope of services required by client
- Ensure all resources, processes, system tools identified prior to commencing project
- Develop detailed schedules/work plans
- Develop and implement quality processes to ensure deadlines are met and proposal meets terms of reference
- Advise on consultancy charge out rates and infrastructure levy
- Assist with budget preparation
- Manage and advise on exchange rate variants
- Finalise financial proposal
- Review draft contracts and identify areas of concern (if any) prior to submission of proposal
- Sign off deeds of confidentiality / statutory declarations minimising risk to Uni
- Provide specialist administration support to submit proposal

## **Project & Relationship Management**

- Advise on IP protection in relation to the use of research outcomes
- Advise on confidentiality issues with potential partners/clients
- Manage project contracts and negotiations (contractual terms and conditions, IP)
- Engagement and management of subcontractors to projects (including casual labour such as university students)
- Manage budgets, invoices, debtors and other financial matters (including University Infrastructure Levy payments on behalf of researchers) and exchange rates
- Ensure all projects and staff operate in line with Flinders University policy and procedure requirements
- Implement quality assurance mechanisms and risk management strategies
- Track and monitor project milestones/targets to ensure working within time and cost constraints
- Track, report and distribute project funds to researchers, subcontractors and casual labour (if any)
- Provision of marketing support (strategic advice, market planning, branding, communications and material development)
- Develop and implement communication strategies and facilitate team meetings
- Provide project logistics support if required
- Organise project events as required
- Provide networking opportunities
- Submit of reports on behalf of researchers
- Review, analyse and report on evaluation outcomes
- Provide cultural welfare and social expertise if required
- Interpretation and translation expertise

## **Licensing**

- Review technology or resource to assess commercial viability
- Conduct preliminary patent searches and/or market research
- Identify potential commercial partners
- Negotiate licensing deals/undertake contract negotiations
- Aid in spin-out company formation and business planning

## **Other**

- Provide free commercialisation workshops and networking events
- Provide cultural awareness training and support
- Provide venue facilities, equipment and catering (at cost) for meetings, seminars and conferences
- Manage registrations and invoicing for conferences and seminars
- Provision of online industry event calendars (seminars, networking events, and workshops) to help researchers be up-to-date with current industry developments
- Maintain a history of previous consulting activities
- Keep updated on current partnerships and previous partnerships
- Conduct opportunity audits to identify commercial opportunities

# Flinders Partner's Project Ethos

Flinders Partners provides value to the University in many ways; from simple one off tasks to fully engaging in some profit development on your behalf.

We are self supporting and not a cost centre – but a profit centre. This means that whilst we will always try to help where we can – sometimes the service won't deliver the University the most benefit in comparison to other projects. In those cases we will try to give you our tools and coaching to help you do it yourself.

On the other hand, some projects align with the strategic direction of the University and we try our best to give them our full attention.

In the end, for us, it's always about benefits to the University. Make sure you let us know about your experience with us and your view about the benefits.