

GENERAL PROCESS

The envisaged operational format for an individual Sandbox is as follows:

Inflow	The RTP Sandbox team is always looking for new projects and ideas through events and networking. Startups can contact the Sandbox directly to present their innovative products or processes.
Matchmaking	Applications for light weight projects are collected, examined and prioritized. Feasible ideas are introduced and matched to the proper RTP (media) department and business unit. Projects kick off when both partners agree to collaborate and co-create for the proposed project.
Sandbox Agreement	Participants and the host media organization sign an agreement that describes the context of the collaboration and the desired outcome. Intellectual property remains in the hands of the concept creator. Data use and internal access is limited to the period of implementation. There are no obligations for continued cooperation after the conclusion of the project.
Resourcing/execution	Accepted participants should work off-site of the media organization. They will be invited to meetings and demos at RTP. The working period should be decided at the beginning, preferably for a short period of time, usually three or four months, with extensions if there's extended interest in a use case.
Project management	The role of Project Management should be done by the participants. RTP will have the role of Sponsor, receiving the status of the milestones in the meetings and presentations.
Completion	After the conclusion of the co-creation period, participants present their results. Partners whose ideas have found sufficient traction within the media organization may be invited for a permanent collaboration or enter into negotiations for full business integration. Case studies from all participants are published across the Sandbox's communication channels.
Financial	Sandbox operates on a closed wallet approach.
Legal	Intellectual property remains in the hands of the concept creator.

RTP INTERNAL PROCESS

1	First contact with startup	Networking Events, RTP Sandbox email. Application form to be filled.
2	Prepare Matchmaking	Meeting: Sandbox Team – RTP Internal Team Introduces startup and product/idea to internal team Feedback on potential collaboration
3	Matchmaking	Meeting: Startup + RTP Internal Team + SandBox Team Startup pitches their product/idea
4	Matchmaking Result	Internal team & RTP Sandbox reports decision
5	Partnership	Define Scope (objectives, deliverables, timing, resources) Sign Agreement Plan follow-up meetings (Startup + Internal team) Kick-off project
6	Share in SandboxHub	Inform the Sandbox Hub Share in Sandbox website
7	Review	Testing Evaluation
8	Pitch use-case	Video with learnings on RTP website