

**Government of Odisha
MSME Department**

NOTIFICATION

No. IV-MSME-63 /2017 2 559 /MSME, Bhubaneswar, the 1st May, 2017

Sub: Revised Operational Guidelines for Odisha Startup Policy-2016.

I - Definitions

For the purpose of convenience, all definitions as per the Odisha Startup Policy-2016 and subsequent amendment in March, 2017 are indicated in Annexure-1.

II - Startup

Startup Recognition / Registration

The registration by a startup entity for recognition can be done online by simply filling a Startup Registration Form (Annexure-2) and giving self- certification for the following set of documents:

1. Incorporation certificate of the entity :
This would be verified from the MCA-21 portal.
2. Self-certification for Startup definition:
 - a. Date of incorporation / registration of entity is not prior to 5 years.
 - b. The entity's annual turnover does not exceed Rs.25 crore, for any preceding financial year.
 - c. If not registered in Odisha, the entity employs at least 50% of its total qualified workforce in Odisha.
 - d. The entity is not an extension of the existing family business; or formed by splitting up or reconstruction of a business already in existence.

3. Self-Certification for Proof of innovation:

- a. DIPP Startup India recognition certificate; OR
- b. Startup has a patent filed in the entity name and published in the Journal by the India Patent Office in areas affiliated with the nature of business being promoted; OR
- c. Sanction Letter of funding / grant to the entity by Government of India or any State Government as part of any specified scheme to promote innovation; OR
- d. Letter of funding of not less than 20 percent in equity by any Incubation Fund/ Angel Fund/ Private Equity Fund/ Accelerator/ Angel Network duly registered with Securities and Exchange Board of India that endorses innovative nature of the business; OR

- e. If an entity doesn't possess any of the above mentioned four documents, they may submit a one page write-up / note explaining innovative nature of its product. The applicant entity is encouraged to share its business plan along with the note on innovation.

Application Process for Recognition / Registration

1. The startup entity will have to submit its application online in the Startup Registration Form (Annexure-2).
2. The Nodal Agency on satisfaction will certify the registration proposal online within 2 weeks, which they will forward to the Startup Secretariat. However, Nodal Institute may schedule a call or a meeting with the startup entity, if it deems necessary, within the first week of receipt of such application.
3. Startup Secretariat will collate all such certified applications and will present them with its recommendation to the Task Force for consideration and final approval.
4. Result will be published online and also emailed to the concerned Startup entity.

Benefits to Recognized Startup

A 'recognized Startup entity' may apply for any of the following monetary benefits available under the Startup Odisha initiative:

1. **Monthly allowance** of Rs.20,000, which may be provided to a 'recognized Startup entity' for a period of one year, if it fulfills any of the following conditions:
 - a. Startup has got total equity financing by SEBI registered AIF Category 1 & 2 fund or Angel Networks in the range of (at least) Rs. 5 Lakh to Rs. 1.00 crore; or
 - b. Startup has a patent filed in the entity name and published in the Journal by the India Patent Office in areas affiliated with the nature of business being promoted; or
 - c. Sanction letter of funding / grant to the entity by Government of India or any State Government; or
 - d. The startup has got a revenue run rate of Rs. 50 thousand to Rs. 10 Lakh per month over the last three months at least.
2. **Product Development and Marketing/ Publicity assistance** up to Rs. 15 lakh, which may be given to a 'recognized' Startup entity for introduction of innovated product in the market , if it fulfills any of the following conditions :
 - a. Startup has got total equity financing by SEBI registered AIF Category 1 & 2 fund or Angel Networks of at least Rs. 25 Lakh; or
 - b. Sanction Letter of funding / grant to the entity by Government of India or any State Government of at least Rs. 5 Lakh; or
 - c. The startup has got a revenue run rate of Rs. 10 Lakh per month over last six months at least.
3. **Need based assistance**, which may be considered on case to case basis to a 'recognized Startup entity' towards cost of raw material / components and other related equipments required for the innovative process for new product development / existing product improvement.

However, this assistance will be provided only in case(s) where innovation is dependent on specific raw material / equipment and subject to approval by the Startup Council.

Application Process for availing Financial Benefit

1. Once recognized, a startup entity can apply online for the monetary benefit with Startup Odisha initiative by filling a standard form (Annexure-3).
2. The Nodal Agency will review the monetary application of the startup entity and will share its review online with the Startup Secretariat within next 2 weeks of receipt of such application. However, Nodal Agency may schedule a call or a meeting with the startup entity, if it deems necessary, within the first week of receipt of such application.
3. Startup Secretariat will collate all such applications and undertake due diligence of the applications and requisite documents (Annexures 3-5) and present them with its recommendation to the Task Force for consideration and final approval within next 2 weeks of receipt of such application. Result will be published online and also emailed to the concerned Startup entity.
4. Once approved by the Task Force, Startup will receive the monetary benefit(s) directly in the entity's bank account.

Fund Release Guideline

1. Monthly Allowance :

- a. Monthly payment for the first three months may be made directly to a recognized eligible startup entity in its registered bank account on a monthly basis.
- b. Three months onwards, payment may be released based on the utilization report submitted by the Startup online to the Nodal agency within 15 days of completion of the first three months.
- c. Startup entity shall submit a utilization report highlighting the utilization of the monthly allowance in the first three months and enclose/upload supporting documents and bills, where applicable.
- d. Payment of the monthly allowance will be made for a period of one year only.
- e. Startup entity can avail this benefit only once.
- f. Startup entity shall submit a final utilization certificate highlighting utilization of the monthly allowance along with supporting documents and bills within one month of the completion of 1 year.

2. Product Development and Marketing / Publicity Assistance:

- a. Startup will have to submit a self-contained product development plan with justification, online (Annexure-4).
- b. Subject to approval, 50% of the payment to a recognized startup entity may be made in advance and the remaining 50% will be made to its registered bank account upon utilization of the advance payment on the basis of submission of utilization certificate along with bills.
- c. The Startup entity must submit utilization certificate along with bills for the

- d. The Startup entity must submit final utilization certificate along with bills for the entire amount within six months of release of grant.

3. Need based Assistance :

- a. Startup entity will have to submit a self-contained plan with justification online (Annexure-5) for the need and the manner of utilisation of the assistance.
- b. Subject to approval, payment may be made directly to a recognized startup in its registered bank account.
- c. The Startup entity must submit utilization certificate along with bills for all the expenses within three months of receiving the grant.

III – Incubator

Benefits to Incubators

1. **One-Time Capital Grant** of 50% of the capital cost (excluding the cost of building) up to a maximum of Rs.1 crore, which may be given to an approved incubator to set up or scale up incubation facility.
2. In case, a university recognised under the Central/ State Act is able to raise funding for development of its incubation infrastructure, the Startup Council may consider providing a **matching grant** subject to an upper limit of Rs.5 crore on case-to-case basis. Such grant from the government shall only be used for development of incubation infrastructure including purchase of equipment for the incubation facility.
3. **Reimbursement of Utility Expenses** of Rs.1 lakh per year for a period of 3 years, which may be provided to an approved incubator for providing free internet, free electricity and free mentoring services to the incubatees. This benefit will not be available to virtual incubators.
4. **Performance capital grant** of Rs.5 lakhs, which may be given to an approved incubator for its each successful Startup incubated at least for a minimum period of 3 months.

Application Process for Approval (Recognition) of an Incubator

1. Existing / Aspiring incubator may register by filling Incubator Registration Form with Startup Odisha initiative (Annexure-6).
2. Startup Secretariat will collate all such applications and will present them with its recommendation to the Task Force for final consideration and approval.
3. Task force will consider these applications once in a month and decide.
4. Result will be published online and also emailed to the concerned Incubator.

Application Process for availing Monetary Benefit

1. An approved incubator may apply online for monetary benefit as applicable, with Startup Odisha initiative (Annexure-7).
2. Incubator shall provide proof of capital investment made as 'own contribution' for availing one-time capital grant.

3. In case a university is able to raise funding for development of its incubation facility, proof of such funding shall be provided for availing the matching grant.
4. Startup Secretariat will collate all such applications, undertake due diligence of such applications and requisite documents and will present them with its recommendation to the Task Force / Startup Council for final consideration and approval. Result will be published online and also emailed to the concerned Incubator.
5. Once approved by the Task Force / Startup Council, the existing / aspiring incubator will receive the monetary benefit directly in its bank account.

Eligibility

1. One-Time Capital Grant:

- a. Aspiring / Existing incubators established in a University / Educational Institute will be eligible for one time grant of 50% of capital cost (excluding the cost of building) up to a maximum of Rs. 1.0 crore to set up / scale up an Incubator Facility.
- b. However, Aspiring / Existing incubator should dedicate a minimum of 5,000 sq. feet of carpet area to the incubatees.
- c. In case, a university recognised under the Central/State Act is able to raise funding for development of its incubation infrastructure, the Startup Council may consider providing a matching grant subject to an upper limit of Rs.5 crore on case-to-case basis.
- d. Such grant from the govt. shall only be used for development of incubator infrastructure including purchase of equipment for the incubation facility.

2. Reimbursement of utility Expenses:

- a. Applying body should be an approved Incubator.
- b. Applicable only for an incubator having physical infrastructure in place.
- c. Applicable only if incubator is providing free internet, free electricity and free mentoring services to the incubatees.

3. Performance capital grant

- a. Applying body should be an existing approved Incubator.
- b. Applicable, only if the successful startup is incubated for at least three months at the approved incubator.

Fund Release Guideline

1. One-Time Capital Grant:

- a. The approved aspiring/ existing incubator will submit online application for Monetary Grant (Annexure-7) to the Startup Secretariat and upload requisite documents for due diligence.
- b. The grant may be disbursed in a phased manner as per the budget/ utilisation plan submitted by the incubator and approved by the Startup Council.
- c. The grant may be disbursed in proportion to the funds brought in by the approved incubator, as mentioned in their budget plan and approved by the Startup Council.

2. Reimbursement of Utility Expense:

- a. One-time payment of utility expenses limiting to Rs. 1 lakh per year for a maximum period of 3 years may be made directly to the approved existing incubator in its registered bank account.
- b. The incubator must submit bills for the expenses while availing the grant and submit utilization certificate within 3 months of the release of the grant.

3. Performance capital Grant:

- a. One-time payment may be made directly to the approved incubator in its registered bank account.
- b. The approved incubator will submit a list of the successful incubatees incubated at least for a period of three months.

IV - Nodal Agency

Introduction

In order to avail the benefits announced in the Startup Odisha initiative, an entity would be required to be recognised as a Startup. To this effect, it would be required to submit an application online along with a note on innovation. All such registering entities application's need to be carefully reviewed by an expert committee hosted under the Nodal Agency. As per the policy "Nodal Agency shall mean reputed Government as well as other institutions/ organizations as approved by the Startup Council as Nodal Agencies for certifying Startups."

Objective

To review

- (i) Applications of Startups for their recognition and
- (ii) The merit of the Startup applications for monetary grants.

Fee

Nodal Agency will be paid fee for review of registration & all other assistance as follows:

- **Startup Recognition:** One-time fee of Rs. 1,500 per application
- **Monetary Grant Application:** One-time fee of Rs. 5,000 per application, which shall also include the periodic review of startups' performance.

Fund release guideline

The bill for the fee payable to the nodal agency will be auto generated by the system on a monthly basis and will be paid after due diligence by the Startup Secretariat directly in the Bank A/c of the Nodal Agency.

Selection of the Nodal Agency

Selection of Nodal Agency will be on invitation basis only with the approval of Startup Council. The selected Nodal Agency will however have to fill up a form as per Annexure-8.

V - Application for Registering as Angel Network

Introduction

In order to register or avail monetary benefits under the Startup Odisha initiative, one of the selection criteria is being funded through an angel network recognised by Startup Odisha initiative.

Selection of Angel Network

For an angel network entity to register with Startup Odisha, it would be required to submit an application online (Annexure-9) and will have to submit following documents:

- 1) Incorporation Structure.
- 2) Investment facilitation declaration duly certified by a registered Chartered Accountant/statutory auditor authorizing the funding.

All such applications need to be carefully reviewed by the Startup Secretariat and will be approved by the Startup Council. Result will be emailed to Angel Network directly and will also be published online.

VI - Terms & Conditions

1. The incubator will be required to put in place the requisite physical infrastructure (shared/specific) such as laboratory, workshop facilities, utilities, support services, pre-incubation services, networking, mentoring and other facilities within a period of six months from the date of release of capital grant and other benefits.
2. The incubator would also put in place a dedicated full time Chief Executive Officer (CEO) with desired domain and management expertise with other core team/supporting staff for the successful operation of incubator within two months from the date of release of funds.
3. The incubator would evolve a transparent system for selection of incubatees. The incubatees would be admitted subject to fulfilling the admission criteria and the incubator would enter into an appropriate agreement with its incubatees.
4. Each incubator would be required to have a website of its own, which should be updated on a continuous basis.
5. The grantee is required to send online i) progress report; and ii) audited statement of accounts and Balance Sheets to the Startup Secretariat at the end of each financial year as well as at the time of seeking further installments of the grant, if any. However, companies and individuals would be required to submit a yearly expenditure statement for the full amount (including their own contribution) to ensure that matching funding is released.

6. The incubator will be reviewed quarterly both for financial and physical performance. The release of subsequent grants will be based on satisfactory performance.
7. Officers of the Startup Secretariat/ Government may visit the organization periodically for ascertaining the progress of work and resolving any difficulties that might be encountered during the course of implementation.
8. Government/Startups Secretariat reserves the right to terminate support to the incubator at any stage, if it is convinced that the grant is not being utilized properly for the purpose for which the same is released.
9. All the assets acquired or created from the grant will be entered and maintained in a separate register and should not be disposed-off or encumbered or utilized for purpose other than those for which the grant has been sanctioned without the prior permission of the Startup Secretariat.
10. The grantee must not entrust the implementation of the work for which the grant is being sanctioned to another institution and divert the grant receipts as assistance to the latter institution.
11. In case any information provided is found to be false, the Startup / Incubator's registration will stand canceled and it will have to repay the assistance already released within six months failing which action will be initiated as per Government rules and guidelines for recovery.

The earlier operational guideline for Odisha Startup Policy, 2016 issued vide this Department Notification No. MSME-(G&M)-188/16/592/MSME dated 31.01.2017 is hereby superseded.

By order of Governor



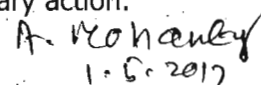
(L.N.Gupta)

Principal Secretary to Government

Memo No. 2 5 6 0 /MSME

Date: 01.05.2017

Copy forwarded to All Departments/ All Heads of Departments/All PSUs/ CEO, IED, Odisha/All Revenue Divisional Commissioners/ All Collectors/ All DICs/All RICs/ Head, State Portal Group, IT Centre, Secretariat, Bhubaneswar/ All Sections of MSME Departments/ Guard File (5 copies) for information and necessary action.

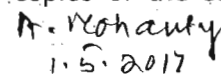

1.5.2017

Joint Secretary to Government

Memo No. 2 5 6 1 /MSME

Date: 01.05.2017

Copy forwarded to the Director, Printing Stationary and Publication, Madhupatna, Cuttack, Odisha for information.. He is requested to publish the notification in the next extraordinary issue of the Odisha Gazette and supply 50 copies of the same to this Department.


1.5.2017

Joint Secretary to Government

Definitions

- 1) **Accelerator:** Accelerator is an organization or program that enables rapid growth of new Startups by providing specific services like: mentoring, training, resources and networking to help Startups increase their customer base, generate more profits, prepare for funding and professionalize their organization.
- 2) **Entity:** Private Limited Company or One Person Company (as per the Companies Act 2013), a Registered Partnership Firm (under the Partnership Act, 1932) or Limited Liability Partnership (under the Limited Liability Partnership Act, 2008).
- 3) **Incubator:** An organization designed to support Startup companies during the early stages to help develop a scalable business model through business support resources and services such as physical space, capital, coaching and mentoring, common services including corporate and legal services and providing networking connections. An Incubator shall also mean a Technology Business Incubator (TBI) recognised either by the Central or State Government.

(i) The incubator entity must be a registered entity falling under one of the following categories:

- a) Society (under The Societies Registration Act, 1860)
- b) Section 8 Company (under The Companies Act, 2013)
- c) Private Limited Company (under The Companies Act, 2013)
- d) Public Company (under The Companies Act, 2013)
- e) Limited Liability Partnership (under The Limited Liability Partnership Act, 2008)

(ii) The incubator entity should facilitate at least 3 months interaction in person or virtual interactions between its incubatees and mentors, when in operation.

Besides the above, Startup Council may consider case of a reputed academic institution/deemed university for recognition as incubator even if the same does not fall under any of the above categories.

- 4) **Innovation:** The process of translating an idea or invention into a good or service that creates value for which customers will pay. Innovation involves deliberate application of information, imagination and initiative in deriving greater or different values from resources.
- 5) **Nodal Agency:** Nodal Agency shall mean reputed Government as well as other institutions / organizations as approved by the Startup Council as Nodal Agencies for certifying Startups.
- 6) **Startup:** Startup is an entity involved in crafting repeatable and scalable product or service making a positive impact in the society, where the solution is not obvious and success is not guaranteed.

An entity shall be considered as "**Startup**" provided that:

- a. The date of its incorporation / registration is not prior to five years;

- b. Its annual turnover does not exceed Rs. 25 crore, for any preceding financial year;
- c. Such entity is working towards innovation, development, deployment or commercialization of new products, processes or services driven by technology or intellectual property and makes it scalable for achieving commercial success;
- d. It is registered in Odisha or employs at least 50 percent of its total qualified workforce in Odisha;
- e. Such entity is not an extension of the existing family business; or formed by splitting up or reconstruction of a business already in existence.

7) **Successful Startup:** Startup would be considered 'successful' if it fulfills any of the following conditions:

- a. Startup has got total equity financing by SEBI registered AIF (Alternative Investment Fund) Category 1 & 2 fund or Angel Networks of at least Rs. 25 Lakh; or
- b. Sanction Letter of funding / grant by Government of India or any State Government of at least Rs. 5 Lakh; or
- c. The startup has got a revenue run rate of Rs. 10 Lakh a month over last six months.

8) **Marketing expense:** Expense of the following nature shall be considered as marketing expense:

- a. Media purchase to promote startup product / service across digital, print, TV, radio and Out of Home media; or
- b. Expense for media development such as creative, jingles, brochures, etc. as may be required; or
- c. Cost for setting up stall or counter at a business relevant exhibition in India or abroad along with economy class travel and three star hotel stay for the duration of the event for two individuals working with the Startup for at least three months subject to prior approval of the Government.

Sales discount shall not form part of the marketing expense.

9) **University:** University means a University established or incorporated by or under a Central Act or a State Act, and includes any such institution as may be recognised by University Grant Commission.

Startup Registration Form

Sl. No.	Fields
1	Incorporation Number *
2	Date of Incorporation
3	Entity's Name
4	Entity's Address
5	Entity's Website URL
6	Focus Area : Product <input type="text"/> Service <input type="text"/>
7	Sector (To be selected from the drop down box)
8	Incorporation Structure (To be selected from the drop down box) - Private Limited - Limited Liability Company - Registered Partnership - One Person Company (OPC)
9	Director's / Promoter's Name
10	Director's / Promoter's Mobile Number
11	Director's / Promoter's Email Id
12	Self-Declaration (Tick appropriate ones) - Date of incorporation / registration of entity is not prior to 5 years. <input type="checkbox"/> - The entity's annual turnover does not exceed Rs.25 Crore, for any preceding financial year. <input type="checkbox"/> - If not registered in Odisha, the entity employs at least 50% of its total qualified workforce in Odisha. <input type="checkbox"/> - The entity is not an extension of the existing family business; or formed by splitting up or reconstruction of a business already in existence. <input type="checkbox"/>
13	Innovation Proof (Tick the appropriate one) - DIPP Startup India recognition certificate; OR <input type="checkbox"/> - Patent filed in its company name and published in the Journal by the India Patent Office in areas affiliated with the nature of business being promoted; OR <input type="checkbox"/> - Sanction Letter of funding / Grant to the entity by Government of India or any State Government as part of any specified scheme to promote innovation; OR <input type="checkbox"/> - Letter of funding of not less than 20 percent in equity by any Incubation Fund/ Angel Fund/ Private Equity Fund/ Accelerator/ Angel Network duly registered with Securities and Exchange Board of India that endorses innovative nature of the business; OR <input type="checkbox"/> - None of the above. <input type="checkbox"/>
14	In case of none of the above, a note on Innovativeness (not more than 2 MB size) to be attached.
15	Are you already an Incubatee? If Yes, write the name and contact details of the Incubator.
Nodal Agency's Remarks / Recommendation	
(Name and designation of officer of Nodal Agency recommending the proposal)	
Recommendation / comments of IED (Startup Secretariat)	
CEO, IED	

Application for Startup Monetary Benefit(s)

Sl. No.	Fields			
1	Startup's Registration Number*			
2	Entity's Name			
3	Entity's Email Id			
4	Entity's Bank Name			
5	Entity's Account Holder's Name			
6	Entity's Account Number			
7	IFSC Code of the Bank			
8	Type of Benefits for Startup	Assistance Required (Tick)		Whether Availed Earlier? (Tick)
	- Monthly Allowance Grant	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
	- Reimbursement of Product Development and Marketing / Publicity Assistance	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
	- Need Based Assistance	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
9	Explanation - Requirement of Monthly Allowance Grant (Click & fill up the monthly allowance in the box at row-10) - Requirement of Product Development and marketing assistance (Fill-up Annexure-4). - Requirement of need based assistance for Raw Materials / Components / Other related equipment's (Fill-up Annexure-5).			
10	Amount of assistance required (in Rs.)	Monthly Allowance <input type="text"/>	Product Development & Marketing Assistance <input type="text"/>	Need Based Assistance <input type="text"/>
11	Documents for Due Diligence to be uploaded: - Incorporation Certificate, if not verified by MCA-21 Portal. - Signed Shareholder's Agreement and covering letter duly certified by a registered Chartered Accountant/statutory auditor authorizing the funding. - Copies of Balance Sheets and Profit and Loss Accounts duly certified by a registered Chartered Accountant/statutory auditor. - Workforce Proof (applicable for units not incorporated in Odisha): Employee State Insurance (ESI) and Provident Fund (PF) Challan for the startup highlighting the workforce duly certified by a registered Chartered Accountant/statutory auditor. - Proof of 20% equity participation by SEBI approved fund or Patent certificate or Sanction Letter of funding / grant by Government of India or any State Government.			
Nodal Agency's Remarks				
(Name and designation of officer of Nodal Agency recommending the proposal)				
Recommendation / comments of IED (Startup Secretariat)				
CEO, IED				

* Registration number as given to the Startup by the Startup Secretariat.

Startup Product Development and Marketing Plan

(A) Marketing Plan

#	Media Type	Publisher	Duration / Time Frame	Amount	Objective	Nodal Agency's Remarks	
1							
2							
3							
4							
5							
6							
7							
8							
Total							
#	Exhibition Name	Location	Stall Requirement	Dates	Amount	Objective	Nodal Agency's Remarks
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
Total							
#	Name	Designation					
1							
2							

Nodal Agency's Remarks / Recommendation

(Name and designation of officer of Nodal Agency recommending the proposal)

Recommendation / comments of IED (Startup Secretariat)

CEO, IED

Name(s) of the person & designation participating in the exhibition/ conference/ seminar.

1) **Media Type:** Digital, Print, TV, Radio, Out of Home, Others.2) **Duration / Time Frame:** e.g. number of days, etc.3) **Amount:** Total amount for that media type.4) **Exhibition Name:** Name of the conference / exhibition / seminar.5) **Location:** City & Country6) **Stall requirement:** Yes / No

(B) Product Development Plan

Describe your Product with possible uses/applications of product(200 words)

Explain detailed product development process with emphasis on various cost heads being incurred at all stages of the product development lifecycle (1000 words)

Sl. No.	Cost Head	Cost	Nodal Agency Recommendation
Total			

Nodal Agency's Remarks / Recommendation

**Name and designation of officer
of Nodal Agency recommending the proposal**

Recommendation / comments of IED (Startup Secretariat)

CEO, IED

Need Based Assistance

Describe your Product (100 words)				
Explain detailed product development process/ lifecycle (500 words)				
Explain how the specific equipment/ raw material is critical in development of the innovative product (300 words)				
Explain in detail how your product is a significant value addition over any other product currently existing in the market (300 words)				
Sl. No.	Name of Raw Material/ Equipment	Closest Substitute available	Cost	Nodal Agency's Recommendation
1				
2				
3				
Total				
Nodal Agency's Remarks / Recommendation				
Name and designation of officer of Nodal Agency recommending the proposal				
Recommendation / comments of IED (Startup Secretariat)				
CEO, IED				

P.S. Need based assistance shall be provided only in cases where the availability of a specific raw material component or equipment is critical and the development of an innovative product which is a significant value addition over any other product currently existing in the market. The unavailability of the specific raw material or equipment should be hindrance to innovation.

Incubator Registration Form

Sl. No.	Fields			
1	Incorporation Number*			
2	Incorporation Date			
3	Name of the Incubator			
4	Name of the University/Organization in which Incubator is situated			
5	Existing/Aspiring	Existing	<input type="checkbox"/>	Aspiring <input type="checkbox"/>
6	Sector (To be selected from the dropdown box)			
7	Incorporation Structure (To be ticked from the dropdown box) - Society (under The Societies Registration Act, 1860) - Section 8 Company (under The Companies Act, 2013) - Private Limited Company (under The Companies Act, 2013) - Public Company (under The Companies Act, 2013) - Limited Liability Partnership (under The Limited Liability Partnership Act, 2008)			
8	Incubator's Address			
9	Incubator's Email ID			
10	Incubator's Mobile Number			
11	Incubator's Website URL			
12	Contact Person's Name			
13	Contact Person's Designation			
14	Contact Person's Mobile Number			
15	Contact Person's Email Id			
16	Floor Area (in sq.ft.)			
17	Laboratory /workshop facilities			
	Availability of Internet	Yes	<input type="checkbox"/>	No <input type="checkbox"/> Speed in MBPS <input type="checkbox"/>
18	Total Manpower for O&M			
19	Details of the Govt. / Corporate sponsored incubation programs, if any?	Sponsoring Agency	Name of the scheme / programs	Achievements
20	No. of Incubatees Graduated			
21	If aspiring incubator, please upload the following documents: <ul style="list-style-type: none"> - Names of the Industries or Individuals that would be associated with the incubator along with their letter of intent. - CV/ Resume of Full-time Managing Team (Board, CEO and other officials) - List of key mentors providing the designation, qualification etc. - Sector focus Self-Declaration (Please tick the box) <ul style="list-style-type: none"> - Dedicated Space of at least 5,000 square feet. <input type="checkbox"/> 			
Recommendation / comments of IED (Startup Secretariat)				
CEO, IED				

* Incorporation number would be verified through MCA-21 portal, where applicable.

Application for Incubator Monetary Benefit(s)

Sl. No.	Fields			
1	Incubator's Registration Number*			
2	Type of benefits	Assistance Required	Whether Availed Earlier?	
	One time capital grant	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	
		No <input type="checkbox"/>	No <input type="checkbox"/>	
	Reimbursement grant	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	
		No <input type="checkbox"/>	No <input type="checkbox"/>	
	Performance grant	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	
No <input type="checkbox"/>		No <input type="checkbox"/>		
3	Amount of assistance required (in Rs.)	One Time Capital Grant <input type="text"/>	Reimbursement Grant <input type="text"/>	Performance Grant <input type="text"/>
3	Incubator's Bank Name			
4	Incubator's Account Holder Name			
5	Incubator's Account Number			
6	IFSC Code			
7	<p>Due diligence (Relevant documents to be uploaded)</p> <ul style="list-style-type: none"> - Proposed Budget Plan for one time capital grant. - Detailed Business Plan for utilization of capital grant. - Incorporation Certificate or Memorandum of Association - Recognition Certificate of the incubator by the Central or State Govt. - Audited Statement of Accounts for the last three years or period of existence. - Annual Reports for the last three years or period of existence. - Names of the Industries or Individuals that would be associated with the incubator along with their letter of intent. - CV/ Resume of Full-time Management Team (Board, CEO and other officials). - Proof of availability of 5,000 sq. feet built up space along with lease deed in favour of the incubator. - List of key mentors providing the designation, qualification etc. - List of successful startups along with supporting documents. - Utility Bills and Bills for Mentoring. - Proof of funding raised by Incubator in a University. 			
Nodal Agency's Remarks / Recommendation				
(Name and designation of officer of Nodal Agency recommending the proposal)				
Recommendation / comments of IED (Startup Secretariat)				
CEO, IED				

* Incubator's registration number as given by the Startup Secretariat.

Nodal Agency Registration Form

Sl. No.	Fields			
1	Nodal Agency's Name			
2	Nodal Agency's Website URL			
3	Sector (To be selected from the dropdown box)			
4	Nodal Agency's Address			
5	Director's / Promoter's Name			
6	Director's / Promoter's Mobile No.			
7	Director's / Promoter's Email Id			
8	Nominated Contact Person's Name			
9	Nominated Contact Person's Mobile No.			
10	Nominated Contact Person's Email Id			
11	Expert Committee Details (Multiple Entries)			
	Name	Designation	Experience	Focus Area
12	Nodal Agency's Bank Name			
13	Nodal Agency's Account Holder Name			
14	Nodal Agency's Account Number			
15	IFSC Code			
Recommendation / comments of IED (Startup Secretariat)				
				CEO, IED

Angel Network Registration Form

Sr. No.	Fields
1	Incorporation Number*
2	Incorporation Date
3	Name of the Angel Network
4	Focus Sector of Investment (To be selected from the dropdown box)
5	Incorporation Structure (To be selected from the dropdown box) - Society (under The Societies Registration Act, 1860) - Section 8 Company (under The Companies Act, 2013) - Private Limited Company (under The Companies Act, 2013) - Public Company (under The Companies Act, 2013) - Limited Liability Partnership (under The Limited Liability Partnership Act, 2008)
6	Angel Network' Address
7	Director's / Promoter's Name
8	Director's / Promoter' Mobile
9	Director's / Promoter's Email Id
11	Number of Investment Facilitated
12	Average Investment ticket size
13	Number of members in the angel network
14	Documents to be uploaded: - Incorporation Certificate, if not verified through MCA-21 Portal - Investment facilitation declaration duly certified by a CA/ Statutory Auditor authorizing in Funding.
Recommendation / comments of IED (Startup Secretariat)	
CEO, IED	

* Incorporation number would be verified through MCA-21 portal, where applicable.

List of Sectors

Sl. No.	INDUSTRY	SECTORS
1	Advertising	AdTech
		Online Classified
2	Aeronautics/Aerospace & Defence	Drones
3	Agriculture	Dairy Farming
		Organic Agriculture
		Agri-Tech
		Food Processing
4	AI	Machine Learning
		NLP
5	Analytics	Business Intelligence
		Big Data
		Data Science
6	Animation	N/A
	AR/VR (Augmented + Virtual Reality)	N/A
	Architecture/Interior Design	N/A
7	Art & Photography	Handicraft
		Art
		Photography
8	Automotive	Auto & Truck Manufacturers
		Auto, Truck & Motorcycle Parts
		Tires & Rubber Products
9	Chemicals	Commodity Chemicals
		Agricultural Chemicals
		Specialty Chemicals
		Diversified Chemicals
10	Telecommunication & Networking	Wireless
		Integrated communication services
		Network Technology Solutions
11	Computer Vision	N/A
12	Construction	New-age Construction Technologies
		Construction Materials
		Construction & Engineering
		Construction Supplies & Fixtures
13	Dating / Matrimonial	N/A
14	Design	Web Design
		Industrial Design
15	Education	E-learning
		Education Technology
		Skill development
		Coaching
16	Non- Renewable Energy	Oil & Gas Exploration and Production
		Oil & Gas Drilling
		Oil Related Services and Equipment
		Oil & Gas Transportation Services
17	Renewable Energy	Renewable Solar Energy
		Renewable Wind Energy

Sl. No.	INDUSTRY	SECTORS
		Renewable Energy Solutions
18	Green Technology	Waste Management Clean Tech
19	Enterprise Software	Cloud ERP CXM SCM Customer Support Collaboration Location Based Enterprise Mobility
20	Events	Weddings Event Management
21	Fashion	Fashion Technology Lifestyle Apparel Fan Merchandise Jewelry
22	Finance Technology	Crowd funding Mobile wallets/ Payments Point of Sales Payment platforms Trading Billing and Invoicing Personal Finance Insurance Advisory Business finance P2P Lending Bit coin and Block chain Microfinance Foreign exchange Accounting
23	Food & Beverages	Restaurants Food Processing Microbrewery
24	Technology Hardware	Embedded Semiconductor Electronics 3d printing
25	Healthcare & Life sciences	Medical Devices/Biomedical Health & Wellness Pharmaceutical Biotechnology Healthcare Services Healthcare IT Healthcare Technology
26	Human Resources	Recruitment/Jobs Training Skills Assessment Talent Management Interactions

Sl. No.	INDUSTRY	SECTORS
27	Internet of Things	Smart Home
		Manufacturing & Warehouse
		Wearables
28	IT Services	IT Consulting
		BPO
		KPO
		Web Development
		Product development
		Application Development
		Testing
		IT Management
		Project Management
29	Marketing	Loyalty
		Branding
		Digital Marketing (SEO/Automation)
		Discovery
		Sales
		Market Research
30	Media & Entertainment	Digital Media News
		Digital Media Video
		Digital Media Blogging
		Digital Media Publishing
		Digital Media
		Movies
		OOH Media
		Social Media
Entertainment		
31	Nanotechnology	N/A
32	Pets & Animals	N/A
33	Professional & Commercial Services	Environmental Services & Equipment
		Commercial Printing Services
		Employment Services
		Business Support Services
		Professional Information Services
		Business Support Supplies
34	Real Estate	Housing
		Co-working Spaces
35	Retail	Retail Technology
		Social Commerce
		Comparison Shopping
36	Other Specialty Retailers	Auto Vehicles, Parts & Service Retailers
		Home Improvement Products & Services Retailers
		Home Furnishings Retailers
		Computer & Electronics Retailers
37	Robotics	Robotics Technology
		Robotics Application
38	Safety	Personal Security
39	Security Solutions	Cyber Security
		Home Security solutions
40	House-Hold Services	Personal Care
		Laundry

Sl. No.	INDUSTRY	SECTORS
		Baby Care
		Home Care
41	Social Impact	NGO
		Corporate Social Responsibility
42	Social Network	N/A
43	Sports	Fantasy Sports
		Leather Textiles Goods
		Non- Leather Textiles Goods
44	Textiles & Apparel	Apparel & Accessories
		Leather Footwear
		Non- Leather Footwear
		Freight & Logistics Services
45	Transportation & Storage	Passenger Transportation Services
		Transport Infrastructure
		Holiday Rentals
		Hotel
46	Travel & Tourism	Experiential Travel
		Ticketing
		Hospitality
		Facility Management
47	Others	N/A

