

(Research & Innovation)

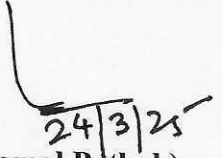
No. F.37 (1)/2025/DRI/ 400

March 24, 2025

NOTIFICATION

The Competent Authority, Guru Gobind Singh Indraprastha University has approved the guidelines for providing support to 'Student led Pre-Incubation & Incubation Projects and Seed Funding to the Start-Ups created'.

A copy of the guidelines is enclosed herewith.


24/3/25
(Dr. Kamal Pathak)
Registrar

Copy forward to the following for information and necessary action please: -

1. OSD to Hon'ble Vice Chancellor, GGSIP University, New Delhi.
2. All Directors/Deans/Branch Heads, GGSIP University, New Delhi.
3. Controller of Finance, GGSIP University, New Delhi.
4. Controller of Examination I & II, GGSIP University, New Delhi.
5. Chief Warden, GGSIP University, New Delhi.
6. Project Director, UITS, GGSIP University, New Delhi with request to upload this order on University Website.
7. Dy. Registrar, Establishment (Teaching), GGSIP University, New Delhi.
8. AR to Vice Chancellor, GGSIP University, New Delhi.
9. AR to Registrar, GGSIP University, New Delhi.
10. Officer Concerned, GGSIP University, New Delhi.
11. Guard File



Guru Gobind Singh Indraprastha University

Innovation and Incubation Fund

Guidelines for Providing Support to Student Led Pre-Incubation & Incubation Projects and Seed Funding to the Start-Ups Created

1. BACKGROUND

The University has created "Innovation & Incubation Fund" through collection of Innovation and Incubation Fee from Students (USS and Affiliated Institutions), as part of the course fee each year, starting AY 2024-25 onwards. The effort under the fund would be to nurture student driven and faculty mentored Innovation, Incubation and Translational Research activities in the university through well-developed, time targeted and unmet need focused projects. A policy document for creation of Innovation & Incubation fund and guidelines have been approved by the BOM (Agenda item no. BM 82.07 dated 23.02.2024).

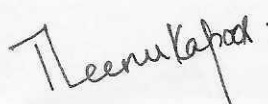
The support under the Innovation and Incubation Fund will be available for diverse innovation, incubation and translational research activities, such as:

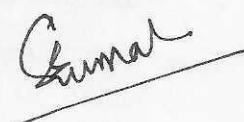
- Creation of innovation, incubation and translational research facilities to be conceptualised, created and made functional in IPU-IIF and AIC-GGSIPU premises;
- Funding of setting up of Start-Ups by the students including providing the seed funding and taking equity against it;







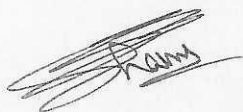


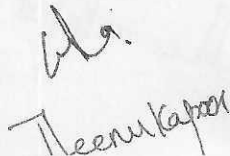


- c. Supporting and financing pre-incubation and incubation projects to be run by the students;
- d. Supporting & funding training programmes/hackathons conducted by IPU-IIF and AIC-GGSIPU; and
- e. Funding translational research projects including the prototype development projects in an outcome driven mode submitted by : (i) the University students (USS / University Centre of Excellence / Affiliated Colleges); (ii) University students (USS / University Centre of Excellence) in partnership with students from affiliated colleges; and (iii) University students (where faculty is a mentor) in collaboration with Industry (Industry will bear R&D budget for its part of activities).

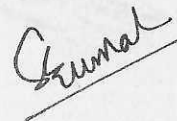
2. ELIGIBILITY FOR THE PROJECT, SUPPORT AVAILABLE AND PROCESS

- a. All the students of the University USS, Centers of Excellence and Affiliated Colleges will be eligible to submit a project for the funding against a call under the "Innovation and Incubation Fund". The student submitting the project would act as PI.
- b. The funding will be provided as found appropriate for pre-incubation & incubation projects and seed funding for the start-ups created by the students. A well carved out process approved by the competent authority shall be followed for the selection of the projects.
- c. The intellectual property (IP) generated in any of the project supported shall be in the name of GGSIPU and shall be assigned to GGSIPU, the name of inventors in the IP document shall be appropriately included according to the project document submitted.
- d. The IP developed under the project shall be assigned for appropriate commercial/business/start-up use, as per the request made to the GGSIPU by the proposer/licensee, against a sum and /or equity, as decided by the competent authority.
- e. The "Seed Funding" to the student Start-Ups will be against the equity stake to be decided by the AIC-GGSIPU and IPU-IIF through a well









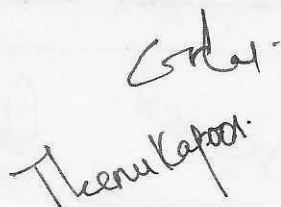


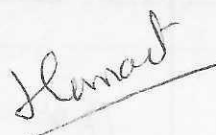
developed methodology approved by the "Board of the Company". A formal agreement for holding the equity in the Start-Up will be entered into by the AIC-GGSIPU and IPU-IIF on behalf of the University, as the case may be.

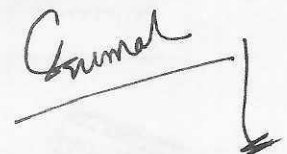
- f. The GGSIPU may decide to disinvest its equity in a Start-Up, in exchange of capital at an appropriate time. The University shall work out a suitable mechanism separately for the purpose.
- g. The support in project mode (pre-incubation & incubation project) to a student or students will be provided, after selection through a committee based review process. The committees will be constituted with the approval of the competent authority. The financial support shall be provided under the designated faculty mentor from the University USS, Centers of Excellence and Affiliated Colleges, as the case may be. The support shall be for consumables and contingency only. The Project PI will have to open an account for receiving the grant.
- h. The project grant will be up to one lakh per year, per project. The project duration will be of 18 months and the grant will be released on 6 monthly basis, after due review of the progress of the project, in the ratio of 3:3:4.
- i. The project(s) not found to progress, as per the objectives in place, in the 6 monthly review will not be provided grant and will be foreclosed.
- j. The pre-incubation / incubation project proposal could be submitted by a student or by a group of students from same or diverse disciplines and from the same or various University USS, Centers of Excellence and Affiliated Colleges. The format provided for the submission of the project should be duly followed. The students should identify faculty mentor(s) for the project according to the theme of the project.
- k. The project should be well positioned in the innovation space, should be business strategy/plan driven and outcome focussed.
- l. A fixed amount of proceeds from the product/process/service etc. developed through the project supported should flow back to Innovation and incubation Fund. The amount shall be decided by the Committee constituted by the competent authority.

A distinct pathway will be followed for the screening in of the idea/concept, building up the project through mentoring and finally selection of the project for the grant based support and monitoring/mentoring for achieving the desired outcome.

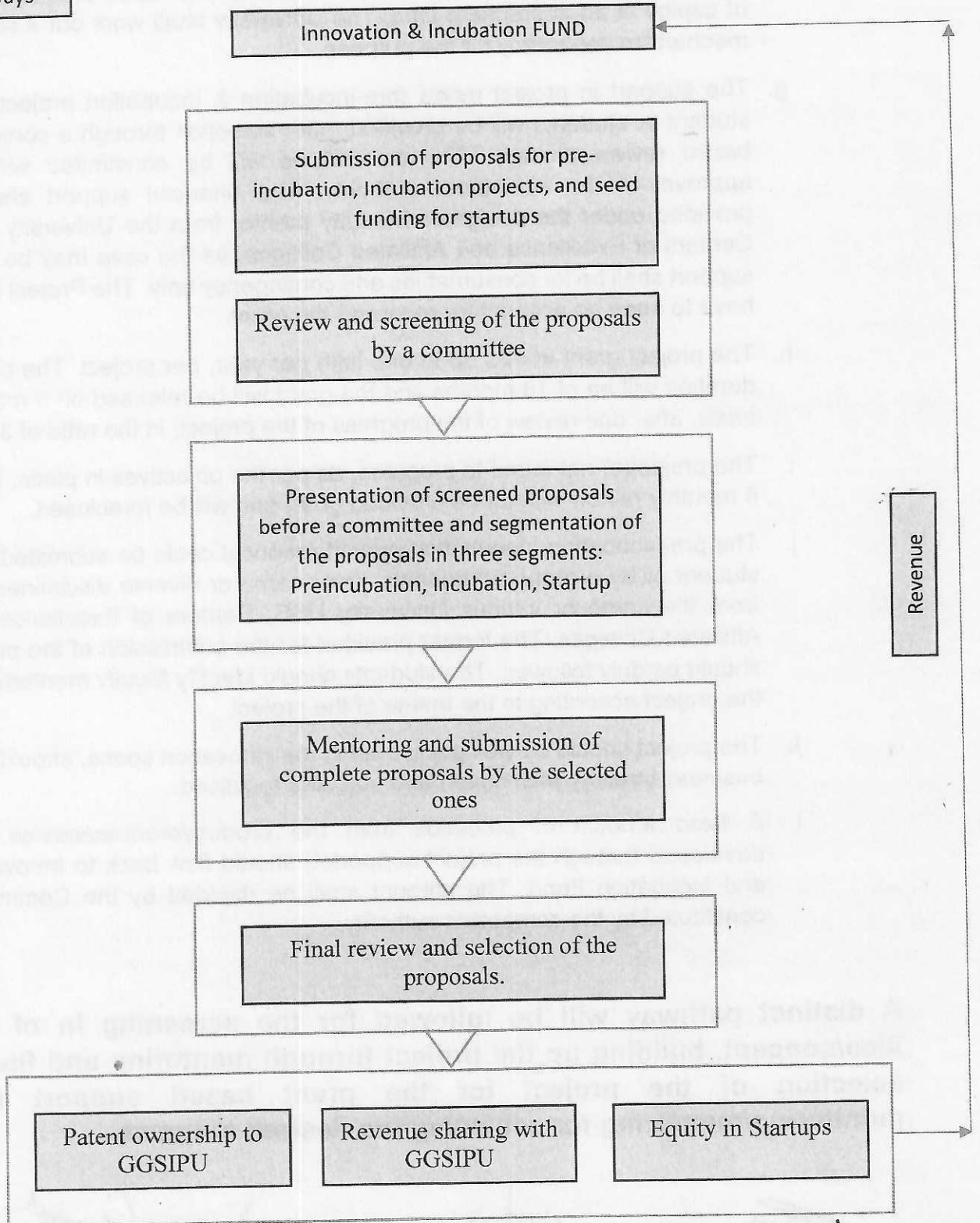








Pathways



Sharma
Thenukappa
Arif
Hemant
Arjun

SUBMISSION OF IDEA / CONCEPT PROPOSAL FOR PRE-INCUBATION / INCUBATION PROJECT / START UP SEED FUNDING

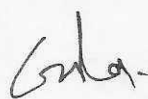
- a. The submission of the idea / concept proposal / seed funding proposal (for start-ups) will be against a call under the "Innovation and Incubation Fund". The themes will be identified for submission of the proposals time to time. The proposal should be innovative, business plan driven and unmet need focussed. There should be possibility of IP generation and developing a start-up (in case of pre-incubation & incubation projects) around the idea / concept proposed. In case a start-up is set up, the same should be registered and it should be product / technology / service development focused and business plan driven. A format will be provided for submission of the proposals.
- b. The proposals will be invited four times in a year.
- c. The proposals received will be screened firstly for their broad suitability to qualify for the next round, providing presentation opportunity to the PI.

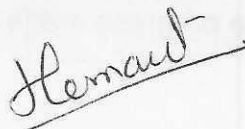
4. THE PATHWAY STEP – II

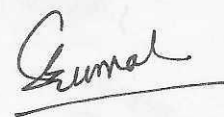
PRESENTATION BY THE SCREENED IN PROPOSALS

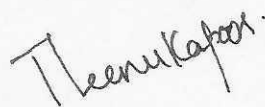
- a. The PIs of screened in proposals will be invited for presentation to a committee.
- b. The committee will interact with PIs and decide the suitability of the proposals for the next round and classify them for category of support i.e. pre-incubation, incubation or start up support.
- c. The budget requirement shall be assessed at this stage logically vis. a. vis. the pathway to be followed i.e. pre-incubation, incubation, start up steps.
- d. The committee would recommend the proposals for the complete project development under the mentorship, after due review and assessment.











5. THE PATHWAY STEP – III

MENTORING AND SUBMISSION OF COMPLETE PROPOSALS BY THE SELECTED ONES

- a. The PIs will develop the proposals along with business plan and discuss with the mentors assigned to them for fine tuning the proposal.
- b. Once the proposal is developed in the desired format and cleared by the mentors assigned, it will be submitted for the final review and support.

6. THE PATHWAY STEP – IV

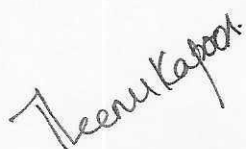
FINAL REVIEW AND SELECTION OF THE PROPOSALS

- a. The PIs of proposals submitted finally will be invited for the presentation to a committee. They will make presentation to the committee following the format given.
- b. The committee will review the proposals and recommend them for support or otherwise.

7. DURATION OF SUPPORT AND MONITORING OF THE PROGRESS OF THE PROPOSALS SUPPORTED

- a. The projects will be supported for the duration recommended by the selection committee. The period of support would however not be more than 18 months.
- b. The grant will be released on the recommendation of the selection committee. It will be on six monthly basis. The subsequent release shall depend upon the recommendation of the monitoring committee based on the review of the progress made.













- c. The project review will be conducted every six months. A project could be foreclosed in case the desired progress is not made and monitoring committee recommends foreclosure of the project.

8. NATURE OF SUPPORT

The grant would be for consumables and contingency expenditure and shall not cover any equipment / capital expenditure. The PI with the approval of mentor(s) can re-appropriate the grant between the heads after providing and recording proper justification.

9. GENERAL

- a. Funding from the Industry for the collaborative work should be sought.
- b. The project mentor and PI should secure Intellectual Property (IP) emanating from the project.
- c. The grant provided by the University should be acknowledged appropriately in publicity/publications/patents/technology transfer documents.
- b. The purchasing power/ sanctioning authority of the mentoring faculty shall be equivalent to the level of Dean currently Rs.1 Lakh or as revised from time to time or as may be the case in the affiliated college.
- c. The project mentor and PI will follow all the codal formalities & purchase procedures as specified in the applicable GFR or as notified by the University from time to time. The Accounts branch will ensure that all the purchases/ expenditure are in accordance with the GFR or other codal formalities.
- d. Advance can be drawn/ sanctioned only in case of emergent purchase for specific item under specific/concerned head; the concerned faculty should apply in prescribed form.
- e. The mentoring faculty along with the PI will maintain an Expenditure Control Register and keep a record of all receipts and payments.
- f. All the bills in respect of the project shall be verified by the mentoring faculty and sent directly to the "Finance and Accounts Branch for payment, along



Theenu Kapoor

Gulri

Hemant

Gurmeet

with the sanction orders conveyed or accorded as the case may be, project budget control register and signed copy of GFR rules, as applicable. It shall be the responsibility of the mentoring faculty to ensure that the bills are complete in all respects and that they are in order. If the Finance and Accounts Branch has any procedural objections to a bill, it should be returned to the mentoring faculty for clarification, otherwise the payment shall be released.

- g. The PI will have to submit a detailed work report and utilization certificate duly signed by the mentoring faculty, at the end of each six months.
- h. It may be noted that subsequent grant due will not be given until utilization of the previous grant is submitted.
- i. The Grant is not transferable.

The final decision in case of any ambiguity regarding the guidelines shall rest with the Hon'ble Vice Chancellor, GGSIPU, New Delhi.

~~Pravina~~
25/02/25
(Ajay Deep Sharma)

Grdwi
(C. S. Rai)

Hemant Sui
(Hemant K. Srivastava)
25-02-2025

Theenu Kapoor
(Prof. MEENU KAPUR)

Kumar
25/02/2025
(Sudeep Kumar)

25/02/25
(Kamal Pathak)