

Science and Technology Entrepreneurs' Park

Call for Proposal from Innovators' and Start-ups

STEP, IIT Kharagpur is inviting proposals from individual innovators or start-ups from anywhere in India.

Who can apply?

Any Indian citizen having innovative idea and wish to translate their idea into working prototypes/models/processes are eligible to apply.

Thrust area:

- i) Green technology, technology for extreme weather preparedness.
- ii) Energy security and renewal energy.
- iii) Utilisation of local resources for regional and global market.
- iv) Circular energy and Waste to Wealth conversion.
- v) Affordable Healthcare.
- vi) Water security and water management.
- vii) Edutainment and smart technology.
- viii) AR, VR & MR applications.
- ix) Drone and Robotics Applications.
- x) Technology for safety and security management.
- xi) Space Technology

Programs and Eligibility:

Category	Support	Eligibility
Category-I (Proof of Concept/ Prototypes/ Models)	Maximum support may be limited to 2.00 lakh . However, proposal with higher TRL may be considered for additional funding.	Any student, staff or faculty innovator of IIT Kharagpur can avail support to develop their novel idea into demonstrable models/prototypes. . The call is also open for any other innovators from anywhere in India.
Category-II (Product Development)	Maximum support may be limited to 5.00 lakh . However, proposal with higher TRL may be considered for additional funding.	Any student, staff or faculty innovator of IIT Kharagpur can avail support to further develop their already developed novel product/ Value Addition. . The call is also open for any other innovators from anywhere in India.

Guidelines and Applications:

- i) **Category I (Attached)**
- ii) **Category II (Attached)**

The applications may be submitted through email (stepoffice@hijli.iitkgp.ac.in) and the hard copy of the proposals may be submitted to the STEP, Office, IIT Kharagpur, Kharagpur-721302 on or before 15.11.2024. The applications will be reviewed by the Expert Committee and the shortlisted applicants will be called for presentation, the date of which will be notified latter.

Science and Technology Entrepreneurs' Park Kharagpur

Category I: Product Development

Guidelines

Eligibility

- Any Indian Citizen having innovative idea or an invention

Scope & Support

- Project cost upto Rs. 2.00 lakh.
- Proposals to demonstrate novel delivery models to take S&T innovations to effect inclusive growth.
- The proposals shall preferably be in the following focus sectors:
 - i) Green technology, technology for extreme weather preparedness.
 - ii) Energy security and renewal energy.
 - iii) Utilisation of local resources for regional and global market.
 - iv) Circular energy and Waste to Wealth conversion.
 - v) Affordable Healthcare.
 - vi) Water security and water management.
 - vii) Edutainment and smart technology.
 - viii) AR, VR & MR applications.
 - ix) Drone and Robotics Applications.
 - x) Technology for safety and security management.
 - xi) Space Technology.
- Maximum support under this category is Rs. 2.00 Lakh. However, proposal with higher TRL may be considered for additional funding.

Mechanism

- The proposals (Hard Copy) may be submitted to STEP, Office.
- The proposals initially will be screened for completeness at the point of receipt by STEP.
- The proposals after initial Screening are evaluated by the Review Committee associated with the STEP.
- The sanction will finally be released to those whose projects are approved by the Review Committee associated with the STEP.
- The first release is based on milestones/deliverables projected in the project proposals and as recommended by Review Committee associated with the STEP. The subsequent releases are based on assessment of progress of the project by Review Committee associated with the STEP
- The approved projects will be monitored by the Review Committee associated with the STEP at an interval of 3 months.
- The project completion report will be accepted by the Competent Authority based on recommendations of the Review Committee associated with the STEP.

Science and Technology Entrepreneurs' Park Kharagpur

Science and Technology Entrepreneurs' Park Indian Institute of Technology Kharagpur

Category I: Proof of Concept/ Prototypes/ Models

Application Form

Photo

1. Title of the proposed project:
2. a. Name of the applicant :
b. Father's name/Husband's name:
c. Postal Address:

- Present Address:

- Permanent Address:

N.B:

1. Please provide Pin Code, Telephone numbers, mobile number and e-mail address
2. Please enclose residence certificate issued by Sub-Divisional Magistrate(SDM)/District Magistrate(DM) or a copy of ration card or any other document regarding proof of residence

- d. Address of Institute/Organization:

(For Students and working Innovator, No Objection Certificate from Head of Institute /Organization is required)

- e. Profession of the applicant Housewife Student Farmer
(Please tick ✓ as applicable) Any other _____
(specify)

- f. Date of Birth: _____
YY/MM/DD

- g. Educational qualification: _____

- h. Annual Income of the applicant:
(If you are an Income Tax Payer, please provide your PAN No. and attach a copy of the latest Income Tax Returns you filed)

- i. PAN No. -

- j. Aadhaar No. -

3. Brief description of the idea highlighting innovative element.
(Please use a separate sheet)
4. (a) Status of work already carried out (if any) such as

Science and Technology Entrepreneurs' Park Kharagpur

- participation in competition
- making a model
- provisional application for patent
- paper presentations
- publication
- college project
- Any other

- (b) Science and working principle behind the idea
 (c) Final outcome/deliverable of the project
 (d) Who would be the beneficiary of this innovation and why?
(Please use a separate sheet)

5. Proposed costs and time frame

Sl. no.	Items	Project Cost	
i	R&D/Design Engg / Consultancy		
ii	Raw materials/ consumables/ spares		
iii	Fabrication /synthesis charges of working model /process		
iv	Patent filing cost (actual fee paid to patent office)		
v	Any other		
	Total Cost		

6. Activity details/work plan

Sr. No.	Activities	Monitor-able milestones	Duration (months)

Note: Duration of the project should not be more than 9 months.

7. Declaration:

I declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information, found false or incorrect, my candidature will stand cancelled and all my claims will be forfeited. I have not received any financial assistance for the present proposal from any other agency.

Place:

Signature of the applicant

Date:

Science and Technology Entrepreneurs' Park Kharagpur

Category II: Product Development

Guidelines

Eligibility

- Any Indian Citizen having innovative idea or an invention

Scope & Support

- Project cost upto Rs. 5.00 lakh.
- Category II is more rigorous demonstrability of original idea/invention/know-how in the form of working prototype/processes and its testing and trial/patenting/technology transfer etc.
- Proposals to demonstrate novel delivery models to take S&T innovations to effect inclusive growth.
- The proposals shall preferably be in the following focus sectors:
 - i) Green technology, technology for extreme weather preparedness.
 - ii) Energy security and renewal energy.
 - iii) Utilisation of local resources for regional and global market.
 - iv) Circular energy and Waste to Wealth conversion.
 - v) Affordable Healthcare.
 - vi) Water security and water management.
 - vii) Edutainment and smart technology.
 - viii) AR, VR & MR applications.
 - ix) Drone and Robotics Applications.
 - x) Technology for safety and security management.
 - xi) Space Technology.
- Maximum support under this category is Rs. 5.00 Lakh. However, proposal with higher TRL may be considered for additional funding.

Mechanism

- The proposals (Hard Copy) may be submitted to STEP, Office.
- The proposals initially will be screened for completeness at the point of receipt by STEP.
- The proposals after initial Screening are evaluated by the Review Committee associated with the STEP.
- The sanction will finally be released to those whose projects are approved by the Review Committee associated with the STEP.
- The first release is based on milestones/deliverables projected in the project proposals and as recommended by Review Committee associated with the STEP. The subsequent releases are based on assessment of progress of the project by Review Committee associated with the STEP
- The approved projects will be monitored by the Review Committee associated with the STEP at an interval of 3 months.
- The project completion report will be accepted by the Competent Authority based on recommendations of the Review Committee associated with the STEP.

Science and Technology Entrepreneurs' Park Kharagpur
Indian Institute of Technology Kharagpur

Category II: Product Development

Application Form

1. Title of the proposed project:

Photo

2. a. Name of the applicant :

b. Father's name/Husband's name:

c. Postal address:

- Present Address:

- Permanent Address:

N.B:

1. *Please provide Pin Code, Telephone numbers, mobile number and e-mail address*
2. *Please enclose residence certificate issued by Sub-Divisional Magistrate(SDM)/District Magistrate(DM) or a copy of ration card or any other document regarding proof of residence*

d. Address of Organization/Institute:

(For Students and working Innovator, No Objection Certificate from Head of Institute /Organization is required)

e. Profession

(Please tick \surd as applicable)

Faculty Doctor Scientist

Housewife Student

Farmer

Any other _____
(specify)

f. Date of Birth:

YY /MM/DD

g. Educational qualification:

h. Annual Income of the applicant:

(If you are an Income Tax Payer, provide your PAN No. and attach a copy of the latest Income Tax

Science and Technology Entrepreneurs' Park Kharagpur

Returns you filed)

i. PAN No. (mandatory) :

j. Aadhaar No.

3. Details of work done on innovation so far:

- Literature survey/patent search
- Development work done so far, including involvement of agencies, consultation with experts
- Patenting of the innovation
- Tie-up for design, fabrication etc with any external agencies
- Techno-economic / market feasibility studies /reports, if any
- Consumers / users feedback, if any
- Any other

4. Brief write-up giving broad details of the original idea/ invention/ IPR/ Know how available with the individual, highlighting its originality/Novelty and the scientific principle involved therein. Following information to be furnished by innovator :

(i) Description of working of the innovation (use sketch/drawing , patent, photographs, video to explain the working)

(ii) Description of science behind the innovation

(iii) Technology trends from the literature survey and patent search

(iv) Technological challenges in design and prototype manufacture based on innovator's skill

5. Proposed costs and time frame for the project

Sl. No.	Items	Project Cost	* Basis of estimation/ justification
i.	R&D/Design Engg / Consultancy charges		
ii.	Rental charges for laboratory/workshop facilities	(Not more than 20 % of total cost)	
iii.	Essential equipment that cannot be taken on rent.		
iv.	Raw Material/spares/consumables		

Science and Technology Entrepreneurs' Park Kharagpur

	cost		
v.	Fabrication/synthesis Charges		
vi.	Manpower cost of technical assistants	(Not more than 10% of total cost)	
vii.	Testing and Trials		
viii.	Travel	(Not more than 5% of total cost)	
ix.	Patent Filing		
	Total Cost		

6. Activity details/work plan

Activity	Monitor-able milestones (as per requirement of category II) (Basis: Refer Scope and Support)	Duration (months)	Budget required (Rs)

Note: Duration of the project should not be more than 12 months.

7. (a) End product / process / output-resulting from the idea/ invention/ innovation / final deliverables

(Including targeted specifications, performance requirements/standards)

(b) Innovation's benefit to the society:

8. Any other information relevant to the project:

9. Declaration:

I / We declare that all the statements made in this application are true, complete and correct to the best of my/our knowledge and belief. In the event of any information, found false or incorrect, my/our candidature will stand cancelled and all my/us claims will be forfeited. **I / We have not received any financial assistance for the present proposal from any other agency.**

Place:

Signature of the applicant

Date:

Science and Technology Entrepreneurs' Park

Science and Technology Entrepreneurs' Park Indian Institute of Technology Kharagpur

Terms & Conditions for the projects considered under Category I/II

Name of the project	-
Name of the applicant	-
Approved Project Cost	-
Duration of the project	-

FINANCIAL CONDITIONS:

1. Approval of the sanctioned project and the amount being provided there for is for the specific project sanctioned and the amount approved should be exclusively spent on the project within the project period. Any unspent balance out of the amount sanctioned must be surrendered to the STEP, IIT Kharagpur.
2. The project will become operative w.e.f. the date on which the first financial sanction is issued by the STEP, IIT Kharagpur.
3. The amount received from the STEP, IIT Kharagpur would be kept in a separate no interest account, the details of which shall be intimated to the STEP, IIT Kharagpur. Transactions from the account shall only be for the purpose of the approved project. It is necessary that separate audited books of accounts be maintained for the expenditure incurred on the project and these books should be freely available to Government Auditors whenever required by them.
4. For permanent and semi-permanent assets, acquired wholly or partly out of the grant, an audited record should be maintained in the form of a register which should be made available to Government Auditors whenever demanded. The term "assets" will mean: (i) all immovable property; and (ii) movable property of a capital nature where the value exceeds Rs.10,000/-. The amount will not be utilized for construction of any building / acquiring land by purchase, lease etc / permanent asset like machinery required for augmenting general production facilities. Pilot plants, test equipments, test rigs, jigs, tools and fixtures, etc required for building prototypes and testing the same can, however, be built/made/acquired out of the grant, if so identified in the approved project proposal or subsequently approved by the STEP, IIT Kharagpur.
5. The assets, if any, wholly or partly acquired out of the STEP, IIT Kharagpur amount during the course of implementation of the project, shall not be disposed off without the specific written permission of the STEP, IIT Kharagpur. The sale proceeds, if any, arising out of such disposal shall be intimated to the STEP, IIT Kharagpur and shall be deposited in the account maintained for the amount received from the STEP, IIT Kharagpur.

The above mentioned assets acquired from the amount released by the STEP, IIT Kharagpur will be deemed to be owned by the Innovator only after the project is declared successful by the IIT Kharagpur.

Science and Technology Entrepreneurs' Park

TRANSFERABILITY OF THE PROJECT:

6. While the whole project cannot be transferred to any other organization, a part of the work of the project can be sub-contracted, based on needs, to a research institute or industrial unit, in which case the payment made to such organization shall be on the basis of the quantum of work done for the project without seeking any further escalation in the STEP, IIT Kharagpur's financial support in the sanctioned project.

MONITORING:

7. The project will be periodically monitored through a group of experts nominated by the STEP, IIT Kharagpur.

USE AND LICENSING OF KNOW HOW:

8. Ownership of the IPR generated through the project, patent rights, licensing the know-how and the use of the know-how generated through the project shall be shared with IIT Khargapur for projects above or equals to 5 Lakh. However, STEP, IIT Kharagpur does not own any responsibility of disputes arising out of the IPR issues.

REPORTING:

9. It is required that Statement of Accounts duly audited by a Chartered Accountant, should be sent to the STEP, IIT Kharagpur whenever required by STEP, IIT Kharagpur.
10. A Completion Report shall be submitted to the IIT Khargapur within 30 days from project conclusion date. The report must consist of technical report and financial statement with consolidated audited statement of account on spent amount in the fund that is received from STEP. Financial statement should contain certificate from a authorized auditor..

ESCALATION:

11. Any escalation in the cost of the project above the approved cost of the project will be borne by the innovator and not by STEP, IIT Kharagpur.

TERMINATION OF THE PROJECT:

12. The STEP, IIT Kharagpur will have the right to terminate / close the project at any stage
 - if it is convinced that the monies released have not been properly utilized, or
 - appropriate progress on the project is not being made, or
 - the project is not being carried out as per the terms and conditions and / or as per the nature and scope of the work as defined in the approved project proposal.

In case of termination of the project for not proper utilization / unsatisfactory progress of the project / violation of terms as given above, the entire amount of the grant and the amount received by disposal of the assets will be returned to STEP, IIT Kharagpur.

Science and Technology Entrepreneurs' Park

In case of abandonment of the project by the beneficiaries they have to return the entire funds disbursed to STEP, IIT Kharagpur.

If the project is abandoned for any techno-economic or any reason other than the above, based on the recommendations of the monitoring committee set up by the STEP, IIT Kharagpur, the unspent money from the STEP, IIT Kharagpur amount released to the project and / or any amount recoverable by way of disposal of assets procured out of funds released by the STEP, IIT Kharagpur shall be paid back to the STEP, IIT Kharagpur.

MODIFICATION OF TERMS & CONDITIONS:

13. The above terms and conditions may be modified by the STEP, IIT Kharagpur through Mutual agreement.

Share Holding Pattern:

14. For projects below 2 lakh there will not be any equity
15. For projects between 2 lakh and 5 lakh share holding may be 2.5% to 5 %.
16. For projects between 5 lakh and 10 lakh share holding may be 5% to 8 %.
17. For projects above 10 lakh share holding may be 8% to 10 %.

UNDERTAKING OF THE INNOVATOR AND / OR COLLABORATING / SPONSORING ORGANISATION

I / We agree to the above terms and conditions in connection with STEP, IIT Kharagpur grants to our project concerning
“_____”.

Name :

Signature

(Photo)

Designation and Organization: **Individual Innovator**
(If representing the sponsoring organization)

Place:Kharagpur

Date: