

## Action Plan

### 1. Regular Ideation, Bootcamp, Hackathon & Capacity Building Programs

Regular ideation events like Start-up weekend, Boot Camps, Ideation Fest etc will be conducted as per the Calendar of events proposed through various grants/schemes sanctioned to Incubation centre along with events specifically defined by University. With one major Annual event Start-Up Rendezvous with participation from outside stakeholders will be conducted as per the list of calendar events, accordingly list of calendar events will be prepared and submitted for approval from Academic Council/BoM

Ideation events will be conducted for faculty & staff of University to show cases their research outcomes through Faculty Development programmes and workshops

The facilities available in CIIE like library, activity space, computer lab, discussion rooms etc to be made available for the students if required as per the rules

Competency development and skill development programmes will be conducted to all the students based on the necessity and requirement of the their interest through regular seminars

Students who initiate start-up ventures will be encouraged through rewards like attendance accumulation against their participation in the events conducted by the CIIE

Workshops & seminars will be conducted for faculty to create awareness about ideation in the minds of the students and they will prepare students to think and develop innovative thinking leading to ideation and innovation

Online registration facility through university website for presenting ideas will be created and schedule of ideation events will be kept in that Web site

In-charge(s) to handle operations that associate regular communication with students will be identified and responsibility will be given to him to develop various maintenance & operational activities and calendar of events

Wide publicity for registrations will be initiated generously through digital marketing via face book, University IIE website, News Letter, and News Paper-print and electronic media & University TV etc

Students will be sent to outside events on Start-Up conducted by other Universities and visits will be arranged for outside facilitations and countries one per semester/year and accordingly CIIE will provide operational support other than monetary terms

Regular competition events will be conducted for the students in the domain specific sectors like Manufacturing, Design, and Product Development & IT related services. Special emphasis will be laid in the areas of environment, improvement in the lives of marginalized communities and women entrepreneurship.

Mentors belonging to financial, marketing, research & domain specific areas will be invited to foresee the submission of start-up ideas by the students of University

Thrust areas will be identified where the University is strong and has expert faculty and advanced equipment.

Expert faculty within and out of the University will be identified as mentors

Workshops and guest lecturers will be organized to the students and faculty in domain specific areas mentioned above

Other stakeholders like outside college students will also be encouraged to collaborate with start-ups founded by students & to come and work in the Incubation Centre for implementation and funding for their start-ups as per the rules framed in the respective agreement document

Domain specific workshops and courses may be floated & will be focused for start-up establishment

Research outcome of University in different areas will be utilized suitably for Innovation and Incubation and Entrepreneurship and accordingly appropriate support will be taken from R&D department

The respective incubation team appointed (Incubation Manager – Operations) will be appointed and will be equipped with the knowledge of the process of starting a company i.e. registering with registration office, PAN registration, Bank Account and other related start-up company needs

The other supporting services will be made available like drafting, legal, accountancy, IPR and patenting to all the members of start-up community belonging to CIIE

## **2. Procedures and Processes to implement NISP (Conduction of Events, Application procedure, provision of incubation facilities)**

### **2.1 Plan, Schedule & Conduct Ideation Programs & Start-Up Events and accordingly identify the sources of funds**

- Prepare annual budget to conduct and organize Ideation programs, Start-Up Fest and other events on Entrepreneurial eco system
- Prepare the list of funding organizations and identify sources of funding to organize the events
- Apply for getting fund from various government agencies like DST & NIDHI to organize Start-Up Fest & Ideation events
- Plan & schedule Idea Generation campaigns & competitions, Boot camps of 4 to 5 per each semester, Start-Up fest events on yearly twice in line with academic calendar
- Organize departmental entrepreneurial events to promote domain specific ideation programs on key areas like IoT, Green Energy
- Organize regular workshops & Guest lectures on Entrepreneurial eco system and mega fest like Start-Up Rendezvous
- Recommend the students participated in Start-Up events for their attendance and for final approval from higher authorities
- Form a team of coordinators (from each engineering branch) & specialized people (Incubation & entrepreneurship Managers) to promote the Entrepreneurial activities in University through interactive sessions 4 to 5 times per semester
- Prepare a detailed report on list of events conducted like Ideation programs, Start-up fests, Awareness campaigns



## **2.2 Invite Application Forms Collect Ideas through events conducted & assess the viability of the ideas through a Startup Evaluation Committee (Scrutiny & Approval for Incubation)**

- Identify and prepare list of mentors and domain specific experts including external members
- Collect the ideas submitted by student and faculty members (Ideas collected through events conducted and on regular basis)
- Prepare a standard Idea Registration form with all the necessary fields and details
- Schedule & Organize expert committee meetings to assess the start-up proposals and verify its viability
- Maintain & record the database pertaining to various details of start-up proposals submitted by the students and faculty ( a Database is already in place and need to be standardized as per the norms)
- Identify & Prepare sector based themes (database) and its scope to provide knowledge bank for Start-Up community
- Prepare a detailed list of Ideas submitted by students and faculty through Ideation programs, Start-up fests and Awareness campaigns and the same may be submitted to respective departments

## **2.3. Encourage students to convert their start-up ideas with necessary infrastructural support and call for proposals to apply for Seed fund and encourage towards Start-Up Venture creation and aware them with Company Registration Act rules**

- Collect Start-Up India policy documents given by Central Government of India and State Government of Andhra Pradesh
- Organize regular meetings with student community to create awareness about Start-up ventures who have already submitted their ideas and are interested in establishing ventures
- Organize regular awareness events to promote the benefits of start-up india initiation
- Promote the existing start-Up Venture details through University TV and Web site
- Prepare a standard Start-Up venture form with all the necessary fields and details
- Collect and prepare the list of agencies who will help to create Start-Up ventures
- Prepare a detailed list of Start-Up ventures initiated by the students & faculty and the same may be submitted as per the format
- Prepare the template to allow agreement between Startup venture and incubatee
- Organize regular and periodical meetings with start-up student community to verify the status
- Monitor the progress and growth of the start-up companies to suggest preventive and corrective action to be considered
- Prepare a standard format to record the status of the start-ups
- Identify external mentors & internal mentors from different departments to guide and support the start-up companies and if possible create domain specific pool from the above team
- Plan Investor's meet once per month to monitor the status of existing start-up's and Mentor's meet on every fortnight to encourage budding entrepreneurs who need mentoring to grow further

- Identify and prepare the list agencies for getting funding through technology funding schemes
- Apply for funding through technology funding schemes against eligible start-ups
- Identify & prepare the list of government agencies or departments and private organizations who have exposure in innovation, incubation and entrepreneurship and initiate MoU (as per the format) with them (DST, ALEAP, DBT, DSIR, EDI Ahmedabad, Centre for Entrepreneurship development, NIMSMA, CII, Andhra Chamber of Commerce and industry federation, NGOs , etc)
- Prepare general MoA & MoU documents to be signed to see that start-Ups are operated through University Incubation centre and also with the above mentioned agencies
- Network with national and international level of organizations or departments with the above mentioned MoU
- A detailed report on the list of agencies where Collaboration is happened to ensure the support anticipated (Possible through MoU's)
- A detailed report on the list of Mentorship & Acceleration events conducted as per the format

#### **2.4 Encourage Faculty & Student community to apply for IPR with respect to their Start-Ups & Innovations towards Technology Commercialization**

- Identify the list of start-ups that are eligible to be applied for patenting
- Identify the list of sponsored projects and faculty start-ups that are eligible to be applied for patenting
- Create awareness about patenting among the Start-Up students to think out of box
- Encourage and motivate the faculty and students to file every idea and invention as patents and tell them about benefits
- Identify the list of agencies and develop relationships with registration authorities for registration process of their patenting
- Monitor the state of the patents filed by the faculty & students
- Maintain & record the list of patents filed, granted, amount generated through patents, collaborative patents and research labs, number of students turned as technological Entrepreneurs
- Interact with every faculty and request them for considering any invention before publishing the same as an article
- Develop policies in terms of MoU so that intellectual properties and issues like Ownership, technology transfer can be handled case by case as and when required

#### **2.5 Performance Measures (Exit Process) Encourage Faculty & Student community to apply for IPR with respect to their Start-Ups & Innovations towards Technology Commercialization**

- Call for application to Register for Startup Awards of various categories Identify the list of start-ups that are eligible
- Identify the list of startups with IP protection details and encourage with Incentives
- Prepare list of startups to be graduated



**3. Students & faculty who establish start up venture and actively engage & involve in Entrepreneurship/Start-up related events and files patents against their start-up may be given academic/professional benefits as mentioned below**

3.1 Students who actively engage in Start-up events may be given attendance as academic benefit (Up to 20% of total academic calendar days may be given to encourage student community against their participation in CIIE activities)

3.2 Students with Innovative & best ideas will be encouraged & motivated towards start-up venture creation and accordingly academic benefits like attendance, project work & Practice school components will be offered

3.3 Up to 20% of total academic calendar days may be given to all the students against their participation in their Start-Up activities like marketing and promotional activities about their start-ups

3.4 Start-Up proposals can be converted to B. Tech Mini/Major project and a maximum of 4 students can be formed as a project batch/group

3.5 Start-Up proposals can be converted to B. Tech 2<sup>nd</sup> year summer Interns and a maximum of 6 students can be formed as a project batch/group as per the academic rules and regulations

3.6 Maximum of Six Students against each start-up (registered companies) will be given an opportunity to convert their start-up work as Practice school component (Start-Ups that are growing will be given an opportunity) as per the academic rules and regulations and as per Practice school

3.7 Students of either B. Tech/M.Tech who involve against their Start-Up promotional activities including marketing, sales and other business related activities will be given R&D publication waiver against the Academic Regulation of "Compulsory Publication" with respect to final year Project work/Viva voce if students satisfy the following

3.8 Faculty with patents can be given Wiegthage in their performance appraisals

a. A growth in Start-Up business activities/service

b. An increase in Financial/Monitory terms against half yearly/yearly

c. A turnover of Rs. 5, 00, 000/- against monitory /business term

**4. Entrepreneurship @ University Level: Academic Benefits through Rewards for Student Entrepreneurs**

Appropriate credits will be given to the students such as equivalent certificate course(s) who successfully complete notified online courses on Entrepreneurship run by parent/outside institute and such courses will be considered as electives as per the academic rules and regulations

Students are allowed freely to choose electives on Entrepreneurship Course (modules) as Open elective as per the academic rules and regulations

Up to 20% attendance of total Academic Calendar days for all the courses including core & elective will be given every semester (subject to maximum of 5 semesters per student) to all the student members fulfilling the following

1. Maximum of 4 students of each Start-Up team

2. Certificate of Registration of the respective start-up company/venture under Company's act and as per the government policy (state/Central) or Certificate of domain registration of the respective business/e-commerce application (web site domain) to be submitted

3. Progress of the respective Start-Up venture/company will be evaluated by the committee represented by Director CIIE and student(s) team has to get appropriately the higher grade

4. Certification of appreciation from CIIE towards involvement in Start-Up related activities like Start-up Rendezvous conducted by the University to be submitted

Students will be permitted to undertake their industrial visits to Technology Business Incubators where additional facilities are being set up as part of their internship/practice school component

Student Entrepreneurs working on a start up idea from first/second year of college will be permitted to convert their start up idea as their final year project component towards degree completion

Student(s) who establish start-up company during their study of first/second/third year of B.Tech, first/second year of BBA, B.Com or any other 3 year degree course of University and first year of M.Tech/M.B.A will be permitted to convert their start-up company equivalent to Practice School component towards their degree completion as per the guidelines of Practice School program fulfilling the following

- The respective student(s) must register their start-up company under companies act as per the guidelines and policies framed by State or Central Government
- The respective Start-Ups must be incubated at University Incubation Centre only
- The respective Start-Up company must be in position of taking their business to the next level showing the business growth in terms of audited financial statements

A team of mentors along with subject experts of the respective domain formed by Director of CIIE may be allowed to conduct Viva Voce in either of Project work / Practice School component. Project Reports / Final Evaluation reports certified by the Director of CIIE may be approved as final evaluation reports towards degree completion

Students of either B.Tech/M.Tech who involve against their Start-Up promotional activities including marketing, sales and other business related activities will be given R&D publication waiver against the Academic Regulation of "Compulsory Publication" with respect to final year Project work/Viva voce if students satisfy the following

- a. A growth in Start-Up business activities/services
- b. An increase in Financial/Monitory terms against half yearly/yearly
- c. A turnover of Rs. 5, 00, 000/- against monitory /business terms

## **5. Incubation & Infrastructure Facilities**

5.1 For Prototype development and idea implementation university facilities will be made available like department's labs, R&D Labs, open labs etc. along with CIIE facilities as per the norms framed in MoA by the respective incubator

5.2 Skill development courses on Entrepreneurship will be offered as part of the academic system to all the students of university and accordingly credits will be given as an equivalent certificate course

5.3 Proposals will be submitted to Ministry of Communication and Information Technology, Department of Electronics and Information Technology & any other



central/state government agencies to establish as recognized Technology Incubation and Development of Entrepreneurs Centres in the campus with the aim of creating 100 start-ups per year

- 5.4 Tie ups with external incubators will be encouraged through different network programs towards commercialization of start-ups incubated at University incubation centre as per the rules framed in MoA by the respective start-up venture
- 5.5 Funding will be provided through Tech Start Inc, a virtual incubator & subsidiary of University. Accordingly MoU/MoA will be initiated that portrays the norms on various issues like funding, equity, start-up rights to be followed by the respective incubator
- 5.6 Shared working office space with work stations, discussion & conference rooms, printing, scanning, photo copier, visitor lounges, restroom with in the university with receptionist, internet, telephone, power etc will be available to the entire start-up community of CIIE
- 5.7 University department/Research labs/equipment will be allowed & used by start-up teams based on their elementary needs and as mentioned in the respective MoA
- 5.8 Other university facilities like hostel/guest house/library etc will also be allowed & used by start-up teams based on their elementary needs and as per the rules and regulations laid down in the MoU/MoA of the respective Incubatee with incubator

#### 6. Exit Model

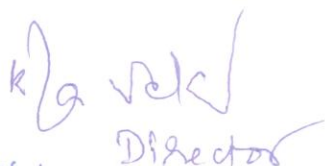
The progress and evolution of any start-up venture initiated/incubated at University incubation centre will be examined and scrutinized as per the following guidelines

The maximum duration is 3 years from the date of Company Registration/Submission of Prototype for any start-up before it is eligible to be graduated

The identity of the Start-up will be lost once a start-up is inactive for a period of 6 months and such start-ups will be removed permanently from the list of active start up ventures. The progress of the start-up is assessed periodically to ensure whether start-up can be eligible to obtain the support for further time period

#### 7. Targets for the year 2021-2022

S. No	Agency/Scheme	Number of Events/Activities planned	Number of Startups to be on-boarded	Total Seed fund to be utilized for startups
1	MeitY TIDE 2.0	34	4	22,00,000
2	DST TBI	28	12	-
3	NITI Aayog ACIC	31	10	8,00,000
4	MSME IPFC	18	IPs including Patents, copyrights, Trademarks	-

  
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