CALL FOR IDEAS / PROJECTS

FOR

INNOVATION AND INCUBATION FUND

(Rolling Call – Next Evaluation: Proposals submitted up to 30th September 2025)

The Institution's Innovation Council (IIC), Guru Gobind Singh Indraprastha University, invites applications from students of the University Schools of Studies (USS) and affiliated institutions under the Innovation & Incubation Fund (IIF) of GGSIPU, established as per the approval of the University's Board of Management (BM 82.07, dated 23.02.2024).

The Innovation & Incubation Fund has been instituted to foster a culture of innovation, entrepreneurship, and translational research across the University ecosystem. It aims to encourage students to conceptualize, develop, and implement innovative solutions to pressing societal and developmental challenges, with due mentorship from faculty and potential industry partners.

A. Priority Focus Areas

Proposals are invited in the following thematic domains (indicative, not exhaustive):

1. Sustainability and Green Technology

2. Healthcare and Medical Technologies

3. Rejuvenation of River Yamuna

4. Agritech and Food Innovation

5. Urban Development and Infrastructure

6. Environment and Ecology

7. Financial Technology (FinTech)

8. Mobility and Transportation

9. Waste to Wealth

Interdisciplinary and cross-sectoral approaches are strongly encouraged.

B. Eligibility

- Open to all students enrolled in University Schools of Studies and affiliated institutions of GGSIPU.

- Each project must be student-led with a faculty mentor.

- Collaborative and multi-disciplinary team projects are encouraged.

C. Nature and Quantum of Support

- *Pre-incubation and Incubation Projects:* Financial assistance up to ₹1,00,000 per project.

- *Start-up Seed Funding:* Equity-based support through IPU–IIF/ AIC-GGSIPU.

- *Funding Coverage:* Expenditure on consumables, prototype development, testing/validation, and participation in relevant innovation events. *Capital expenditure is not permitted.*

- *Project Duration:* Maximum of 18 months.

- *Disbursement:* Grants will be released in three instalments (30% + 30% + 40%), subject to satisfactory progress reviews every six months.

- *Revenue Sharing:* A proportion of any revenue generated from supported projects shall flow back to the IIF for sustainability.

D. Application and Selection Process

1. *Submission of Proposals*

   o Proposals must be prepared using the prescribed template and submitted to the IIC.

   o The call is rolling; however, for the next evaluation cycle, proposals received up to *30th September 2025* will be considered.

2. *Screening and Classification*

   o Initial scrutiny will assess alignment with focus areas, novelty, feasibility, and societal impact.

   o Proposals will be categorized as Pre-incubation Projects, Incubation Projects, or Start-up Proposals.

3. *Presentation and Mentoring*

- o Shortlisted applicants will present their ideas before an expert committee.

- o Selected teams will be assigned faculty mentors to refine their proposals and business plans.

4. *Final Evaluation*

- o The expert committee will undertake a final review and recommend projects for funding support.

E. Financial and Administrative Guidelines

- All financial transactions shall comply with the General Financial Rules (GFR) and University norms.

- Progress Reports must be submitted every six months for continued disbursement.

- Expenditure Control Registers shall be maintained by the PI and faculty mentor.

- The Grant is non-transferable.

F. Important Dates

- *Submission Window:* Rolling Call (applications accepted throughout the year).

- *Next Evaluation Cut-off Date:* 30th September 2025.

- Proposals received by this date will be considered in the next evaluation cycle.

G. Submission Guidelines

- Use the prescribed **Project Proposal Form**

- Submit the duly filled form and supporting documents to:

    Institution's Innovation Council (IIC)

    Guru Gobind Singh Indraprastha University, New Delhi

    Email: iic-ggsipu@ipu.ac.in

Proposal Submission Form

for

INNOVATION AND INCUBATION FUND

SECTION A: PROJECT INFORMATION

1. Title of the Project: _____

2. Focus Area (tick one or more):
   ☐ Sustainability & Green Technology
   ☐ Healthcare & Medical Technologies
   ☐ Rejuvenation of River Yamuna
   ☐ Agritech & Food Innovation
   ☐ Urban Development & Infrastructure
   ☐ Environment & Ecology
   ☐ Financial Technology (FinTech)
   ☐ Mobility & Transportation
   ☐ Waste to Wealth

3. Project Abstract (approx. 200 words):
   _____
   _____
   _____
   _____
   _____
   _____

4. Problem Statement (What problem are you addressing?):
   _____
   _____
   _____
   _____
   _____
   _____

5. Objectives of the Project:

_____
_____
_____
_____
_____
_____

6. Proposed Solution / Methodology:

_____
_____
_____
_____
_____
_____

7. Novelty and Innovation Aspects:

_____
_____
_____
_____
_____
_____

8. Expected Outcomes and Impact (Societal/Economic/Environmental):

_____
_____
_____
_____
_____
_____

SECTION B: TEAM DETAILS

Name of Team Member	Role in Project	Programme & Year	Contact (Email / Phone)

SECTION C: FACULTY MENTOR DETAILS

Name of Faculty Mentor	
Designation & School/Institution	
Email ID	
Contact Number	

SECTION D: PROPOSED BUDGET (Maximum ₹1,00,000 per project)

Budget Head	Amount (₹)	Justification
Consumables		
Prototype Development		
Testing & Validation		
Workshops/Events		
Others (specify)		

SECTION E: DECLARATIONS

1. I/we certify that the information provided above is true and correct to the best of my/our knowledge.
2. I/we undertake to abide by the Project Support Guidelines of the University and submit six-monthly progress reports and utilization certificates.
3. I/we understand that the grant is non-transferable and subject to compliance with GFR and University regulations.

Signature of Principal Investigator: _____

Name: _____

Programme & Year: _____

Date: _____

Signature of Faculty Mentor: _____

Name & Designation: _____

Date: _____

Guru Gobind Singh Indraprastha University
Sec-16C, Dwarka, New Delhi-110078
(A++ NAAC Accredited State University established by the Government of NCT of Delhi)

(Research & Innovation)
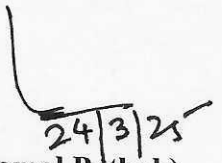
No. F.37 (1)/2025/DRI/ ५००

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.

(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:
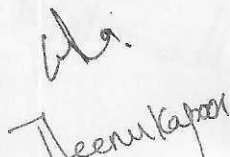
a. Creation of innovation, incubation and translational research facilities to be conceptualised, created and made functional in IPU-IIF and AIC-GGSIPU premises;

b. Funding of setting up of Start-Ups by the students including providing the seed funding and taking equity against it;

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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).
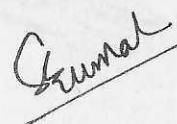
2. ELIGIBILITY FOR THE PROJECT, SUPPORT AVAILABLE AND PROCESS

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
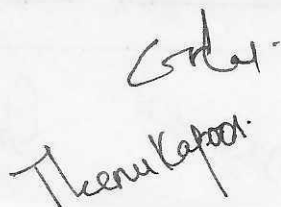
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developed methodology approved by the "Board of the Company". A formal agreement for holding the equity in the Start-Up will be entered into by the AIC-GGSIPU and IPU-IIF on behalf of the University, as the case may be.
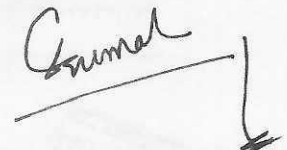
f. The GGSIPU may decide to disinvest its equity in a Start-Up, in exchange of capital at an appropriate time. The University shall work out a suitable mechanism separately for the purpose.

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.
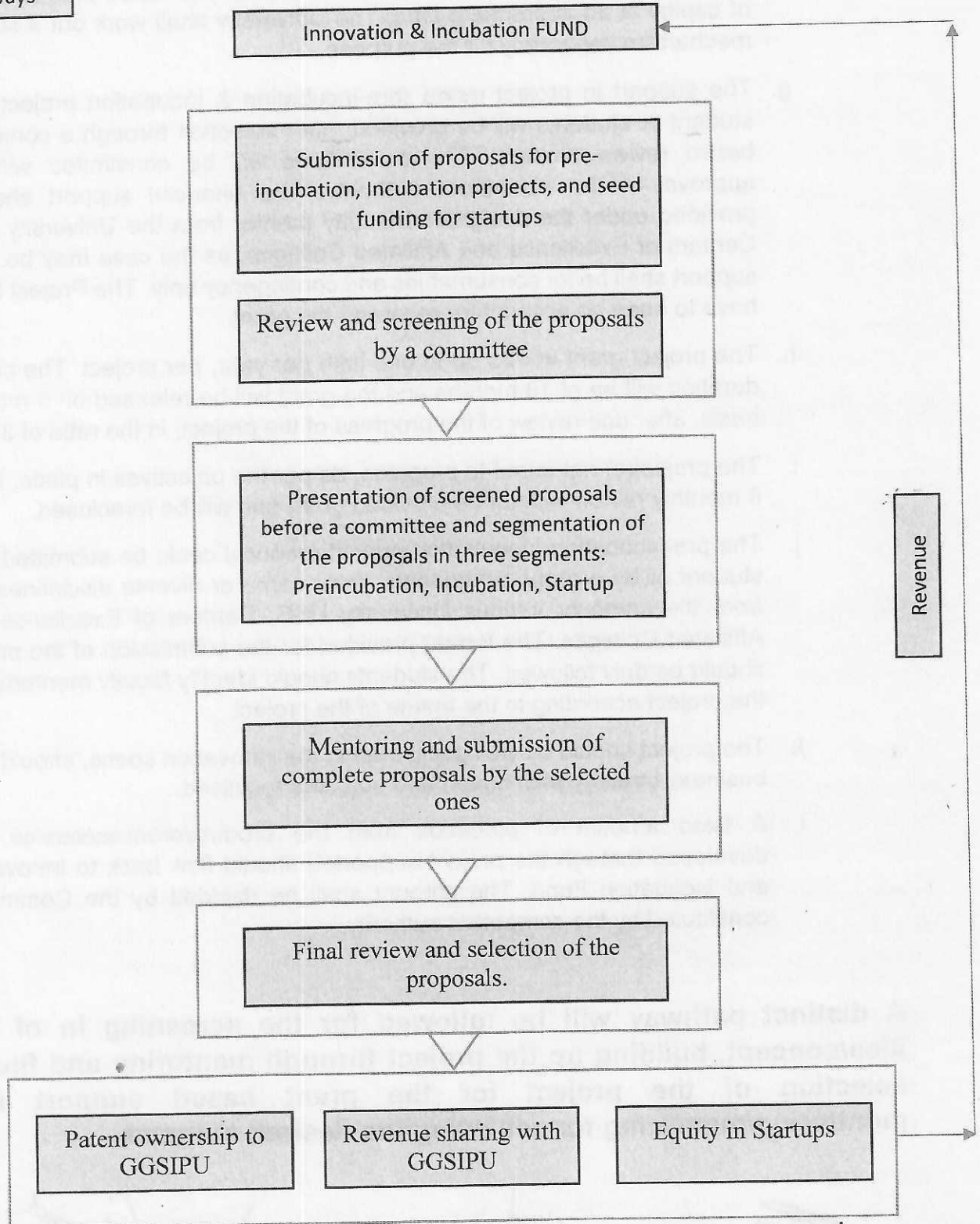
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Meenu Kapoor

Pathways

Innovation & Incubation FUND

Submission of proposals for pre-incubation, Incubation projects, and seed funding for startups

Review and screening of the proposals by a committee

Presentation of screened proposals before a committee and segmentation of the proposals in three segments: Preincubation, Incubation, Startup

Mentoring and submission of complete proposals by the selected ones

Final review and selection of the proposals.

Revenue

| Patent ownership to GGSIPU | Revenue sharing with GGSIPU | Equity in Startups |

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SUBMISSION OF IDEA / CONCEPT PROPOSAL FOR PRE-INCUBATION / INCUBATION PROJECT / START UP SEED FUNDING
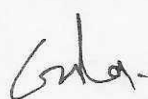
a. The submission of the idea / concept proposal / seed funding proposal (for start-ups) will be against a call under the "Innovation and Incubation Fund". The themes will be identified for submission of the proposals time to time. The proposal should be innovative, business plan driven and unmet need 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.
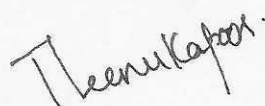
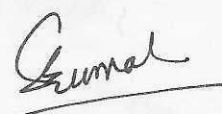## 4. THE PATHWAY STEP – II

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.

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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.
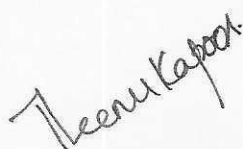
6. THE PATHWAY STEP – IV

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 MONOTORING 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.

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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
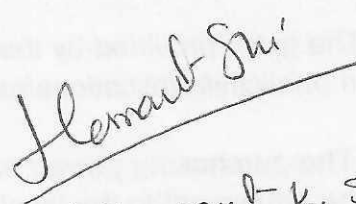
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with the sanction orders conveyed or accorded as the case may be, project budget control register and signed copy of GFR rules, as applicable. It shall be the responsibility of the mentoring faculty to ensure that the bills are complete in all respects 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.
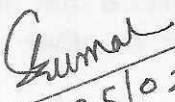
g. The PI will have to submit a detailed work report and utilization certificate duly signed by the mentoring faculty, at the end of each six months.

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.

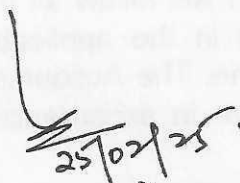**The final decision in case of any ambiguity regarding the guidelines shall rest with the Hon'ble Vice Chancellor, GGSIPU, New Delhi.**

(Prof. MEENU KAR

25/02/25

(Gagandeep Sharma)

(C. S. Rai)

(Hemant K. Srivastava)
25.02.2025

25/02/2025
(Sudeep Kumar)

25/02/25
(Kamal Pathak)

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