



Policy and Guidelines for

Startupsvalley Technology Business Incubator

Amal Jyothi College of Engineering

Kerala - 686518

Eligibility

Admission to Startupsvalley-TBI is open to:

- i. Faculty members /Students /alumni
- ii. Any general public with a technology/ Innovative idea

Admission Process

Based on the initial scrutiny of affirmative assessment, applicants will be asked to submit a formal application for admission in to Startups valley-TBI. The application form can be collected from the office of Startups valley-TBI or can be down loaded from its website.

- Business Plan.

The business plan is expected to cover the basics of the business, namely, value proposition, products and services, market analysis, competition analysis, funding requirements, capital structure, milestones and timelines, development and marketing plan, organizational structure, team, risk analysis, break-even period and projected financials. Applicants may give any additional information as they think would help in the assessment of their proposal.

Based on the documents submitted, the application will be screened by an expert team for assessing the suitability of the proposal for further evaluation by expert members regarding its potential for incubation.

Business Plan will be reviewed by experts having technical, business and financial expertise.

Infrastructure

Upon admission to Startups Valley -TBI, the following infrastructural facilities and services may be offered to the incubate companies:

- Office Space

- AC rooms with furniture
- Telecomm facility and Internet
- Shared Resources
- Conference Room
- Meeting Room
- Libraries
- Library
- Laser Printer
- Photocopier
- Scanner
- Teleconferencing facilities
- Cafeteria etc..

Other Services

Apart from physical infrastructure as stated above, Startups valley -TBI may also try to offer other supports and services which would include:

- Pool of mentors, experts in technology, legal, financial and related matters, with or without consideration,
- Meetings with industry professionals.
- Organizing events to help companies in networking.

Startups valley -TBI will facilitate the incubate companies to access departmental laboratories and other resources of AJCE for their products development purposes. Access to departmental resources is possible and usage of such resources should be with permission of the concerned department to avoid conflict with departmental activities. Further usage of such resources shall be on commercial basis. The consideration payable to AJCE for usage of departmental resources will generally be in the form of cash.

Periodic Information Submission

Startupsvalley -TBI will evaluate the performance of incubate companies periodically. Incubate companies have to submit the information to Startupsvalley -TBI on quarterly basis in a prescribed format. The companies may also be subject to an annual assessment by a committee comprising of external experts.

Incubate companies have to submit information to Startupsvalley -TBI about all material changes or developments taking place in their companies from time to time. Such information could be change in business or product profile, change in directors, promoters or shareholders, additional equity or debt investments. Prior concurrence of Startups Valley -TBI should be obtained for effecting such changes.

Terms & Conditions

Companies will be permitted to stay in Startups Valley TBI for a maximum period of three years. A nominal monthly charge will be levied to the company. Startupsvalley TBI may, at its own discretion, permit

companies to extend their stay for a maximum period of another 12 months Companies will have to pay the charge at the prevailing market rate for the extended period, which would be for the facilities being used by them.

The Licensee shall not cause any disturbance, annoyance, nuisance, damages to TBI or the peaceful functioning of other units in other premises in TBI, AJCE Campus and shall not create any obstructions in the common areas. No acts subversive of discipline or those which may tarnish the name or reputation of Startupsvalley TBI or AJCE shall be indulged in by the incubate

Startupsvalley TBI shall always be in possession of the licensed premises and shall have full right to control the access to the Licensed Premises and structures therein or any part thereof, incubates shall allow persons and vehicles entering and leaving Startupsvalley TBI to be examined by the staff of Startupsvalley TBI or any agency authorized by Startupsvalley TBI for the purpose of checking and security measures.

The Licensee shall use the licensed premises only for the purpose for which it was allotted and also take care not to store any combustible materials or articles prohibited under law. The Licensee shall not use the license for any purpose other than the one for which it is now permitted, without the previous written consent of Startupsvalley TBI.

The incubates shall not, without the previous written permission of Startupsvalley TBI, alter, improve or make structural alteration to the licensed premises permitted to be used by the Licensee and it is not obligatory on the part of Startupsvalley TBI to give such permission if in their opinion such alteration/ addition/removal are not required to be done.

The incubation fee payable per month for the premises to the incubator will be at the rate of Rs..... /- shall be paid on the 5th day of every month regularly in advance and the incubator shall obtain receipt from Startups Valley TBI or their authorized representative.

In case the incubation fee amount due to Startupsvalley TBI exceeds for a period over 3 months at any point of time, the Licensee agrees to the unconditional right of the Startupsvalley TBI to terminate the incubation license and incubator will not be entitled to enter TBI or use the premises or unit.

This agreement can be terminated by giving 30 days written notice of termination by either party to the other. Further, if the Licensee violates any of the conditions hereinabove mentioned or such other rules and regulations framed by Startupsvalley TBI or AJCE from time to time, Startupsvalley TBI shall have every right to terminate the agreement and evict the Licensee from the premises forthwith. Notwithstanding the period mentioned herein or any of the clauses contained herein, Startupsvalley TBI shall always have the right to terminate this license arrangement at any time without assigning any reasons whatsoever and the Licensee hereby agrees to abide by all such decisions without raising any objections.