



### Guidelines for Students Receiving Financial Support for Prototype Making:

1. The Innovator team shall submit a monthly report to the committee through the mentor/team leader and, also update the same on the State SSIP 2.0 MIS Portal/Cogent Portal and support should be continued only if satisfactory progress is being made.
2. A format of Utilization Certificate as attached at Annexure-I herewith should be signed by the faculty mentor and submit to SSIP Coordinator, Head of department, and Head of Institute, certifying that the amount spent by the students/innovators are for the stated purpose.
3. Understand the terms and conditions of the financial support before accepting it. Be sure you are clear about the reimbursement process, what expenses are eligible for reimbursement, and any reporting requirements.
4. Keep accurate records of all expenses related to the project, including receipts and invoices. Make sure to submit these expenses for reimbursement in a timely manner.
5. Provide regular updates on the progress of the project to the University. This can include progress reports, presentations, and/or demonstrations.
6. Be transparent and honest in your reporting. If there are any issues or challenges that arise during the project, report them to the University as soon as possible.
7. Any fraud or incorrect bills will not be tolerated. If such issues are discovered, you will be required to return the money with 12% interest.
8. The University will hold a 9.5% equity stake in the project in return for its financial support and mentorship. Be prepared to provide updates on the project's financials and any plans for future growth.
9. Respect the intellectual property rights of others. Ensure that any work or ideas used in the project are properly licensed or attributed.
10. Work collaboratively with any mentors or advisors provided by the University. Be open to feedback and suggestions for improvement.
11. Finally, remember that the purpose of this financial support is to help you develop a successful prototype. Make the most of this opportunity and use the experience to further your education and career goals.
12. Please note that these guidelines are subject to change from time to time, and it is the responsibility of the students to adhere to the updated guidelines as and when they are announced.

Student name :-

Signature :-



## UNDERTAKING

I, \_\_\_\_\_, having enrolment number \_\_\_\_\_ as a student of P P Savani University, hereby acknowledge that I have received financial support from the institute for the development of a prototype for my project titled \_\_\_\_\_.

In accepting this support, I undertake to comply with the following terms and conditions:

The financial support provided by the institute will be used solely for the development of the prototype and related expenses.

I will use the funds provided by the institute judiciously and in accordance with the budget approved by the institute.

I will complete the development of the prototype within the timeline agreed upon with the institute.

I will provide regular updates to the institute on the progress of the project and submit the final prototype and related documentation by the deadline agreed upon with the institute.

I will acknowledge the support of the institute in all presentations, publications, and other forms of communication related to the prototype.

I will not engage in any activity that could harm the reputation of the institute.

I hereby confirm that I have read and understood the terms and conditions given to me and agree to comply with them to the best of my ability.

Signed :-

Date :-

**Utilization Certificate from Innovator**

**(To be Submitted Quarterly to SSIP Coordinator)**

**Subject:** Utilization certificate for Assistance for PoC project under SSIP 2.0 grant.

Project Title : \_\_\_\_\_

Project ID : \_\_\_\_\_

Department : \_\_\_\_\_

Grant Sanctioned : \_\_\_\_\_

Sanction Order No :

Name of Applicants (List out all the students working on this project): \_\_\_\_\_

The following is the list of items/services purchased with original invoices attached for the purpose of SSIP 2.0 PoC project at Name of Institute. We certify that this amount has been spent for the purpose it was meant.

Sr.	Name and details of Item/Service	Quantity procured	Amount Paid
1			
2			
<b>Total</b>			

Yours sincerely,

**Innovator**

**Faculty Mentor**

**Encl.** Print out of online prices/ Market Survey report /Inquiry Quotes Received