



**National Science & Technology Entrepreneurship Development Board (NSTEDB)**  
Department of Science and Technology, Government of India

Invites Applications for

**National Award for Technology Business Incubators**

**For the year 2009**

In order to recognize and reward the good work done in the area of techno-entrepreneurship development through promotion of innovation driven, knowledge intensive technology based start-up ventures with the support of organizations such as Science and Technology Entrepreneur's Park, Technology Parks, Technology Business Incubators, Innovation Centres, Software Technology Parks etc., the National Science & Technology Entrepreneurship Development Board (NSTEDB), Department of Science and Technology, Government of India, has instituted a *National Award for Technology Business Incubators*.

**Who can apply :** Applications are invited from Indian Organizations/Institutions currently engaged in incubating technology based start-ups and entrepreneurs through business incubation process and by way of providing specialised facilities, infrastructure support, value added business support services and investment services etc to the entrepreneurs in varied technological areas.

**Award Details:** A Cash Prize of Rs. 1 Lakh , a trophy and a certificate

**Eligibility:** Applicants for the Award are the Organizations in operation for at least three years. (This award is only for organizations and is not for an individual. Applications for award received from an individual would not be considered.)

**Application format:** Can be downloaded from website [www.nstedb.com](http://www.nstedb.com) /[www.dst.gov.in](http://www.dst.gov.in)

**Last Date for submission of application:** 15<sup>th</sup> Feb , 2010

**Applications to be sent at following address:**

**Dr. Anita Gupta**  
**Scientist -E**

National Science & Technology Entrepreneurship Development Board (NSTEDB)

Department of Science & Technology  
Technology Bhavan, New Mehrauli Road  
New Delhi-110016  
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**PROFORMA FOR SUBMITTING APPLICATION FOR  
NATIONAL AWARD FOR TECHNOLOGY BUSINESS INCUBATORS  
FOR THE YEAR 2009**

**A. General Information**

- Name
- Address
- Phone
- Fax
- E-mail
- Website
- Name of Director/Head/CEO/MD/ED of Organisation
- Year of establishment
- Thrust area(s)
- Objectives of the Park/Incubator
- Legal Status
- Total Project cost on capital account with break-up
- Funds raised so far (give detailed break-up- sponsor-wise and year-wise)
- Funds utilized so far
- Means of meeting annual operating expenditure
- Facilities created
- Building area in sq. ft. (Give details)
- Work space/Sheds (Size & number) and occupancy status
- Major Equipments (in brief)
- Other facilities (please specify)
- Organisation Structure
- Composition of Governing Board/Advisory Committee

## 2. ACHIEVEMENTS\* (based on performance of last three years 1.4 2006-31.3.2009)

Wherever appropriate please quantify results through year-wise data)

1. **Overall Performance and Results** (max. 800 words) : Describe the **major/significant achievements** *vis-a-vis* objectives of the park/incubator. (For example, If the program aims to commercialise technology then please give details of Products/Technologies developed and commercialized, special features of the products/technologies and to whom these have been commercialized, role played by the Park/Incubator and patent status of technologies. If the focus is on new enterprise creation , then give profile of entrepreneurs/companies, product profile, funds mobilized and annual turnover etc). Also describe the **social impact made** through new jobs generated and indicate the spin-off effect. Highlight problems faced and how these were overcome. Please indicate what kind of monitoring mechanisms are in place for incubation program evaluation. (35 points)
2. **Business Incubation activities : Business and specialised Support Service package** (max. 500 words) : Provide a description of incubate selection and graduation mechanism, business and technical support package being offered as value added services to your incubates/client companies/entrepreneurs and how the incubator assesses client's needs and how the services are rendered and monitored. Describe strategy/innovative methods adopted to enhance the effectiveness of the overall incubation service program. (20 points)
3. **Success Stories** (500 words) : Enclose at least case studies of two significant tenant companies that exemplify how effective your services have been. Where appropriate, provide statistics to support your statements. Clearly indicate the role of park/incubator in making the companies successful. (15 points)
4. **Financial Sustainability** (max. 250 words) : Describe the park/incubator's finances, indicating sources of revenue and the percentage each represents. Indicate any challenges to financial stability the incubator has faced and how it has dealt with them. Also include any innovative approaches adopted for enhancing revenue generation. (15 points)
5. **Other Activities** (200 words): In short, please describe other activities being undertaken from other agencies i.e.training programmes, special services, consultancy assignments etc . (10 points)
6. **Any Other Information:** You are requested to submit other informative documents, such as brochure, newsletter, client base, last year's annual report & audit report, news clippings, award/recognition materials, etc which you feel is worth consideration. (5 points)

*Note: Please attach a Certificate from Head of the organisation indicating that the information furnished is true and correct.*

**Last Date for submission of application:** 15 February 2010

**Five (5) copies of the Completed applications to be sent at following address:**

Dr. Anita Gupta  
Scientist -E

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Department of Science & Technology  
Technology Bhavan  
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