

Department of Science & Technology
National Science & Technology Entrepreneurship Development Board (NSTEDB)
Invites Applications for

National Award for Technology Business Incubators

For the year 2010

In order to recognize and reward the remarkable work done in the area of techno-entrepreneurship development through promotion of innovation driven, knowledge intensive, technology based start-ups by organizations such as Science and Technology Entrepreneur's Park, Technology Parks, Technology Business Incubators, Innovation Centers, 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 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, investment services, etc to the entrepreneurs in varied technological areas.

Award: A cash prize of ` 1 Lakh , a trophy and a certificate

Eligibility: Organizations should be in operation for at least three years. (This award is only for organizations and not for individuals. Application for award received from an individual would not be considered.)

Last date for receipt of application in the department: 28th February, 2011

**PROFORMA FOR SUBMITTING APPLICATION FOR
NATIONAL AWARD FOR TECHNOLOGY BUSINESS INCUBATORS
FOR THE YEAR 2010**

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 year wise & sponsor-wise break-up)
- Funds utilized so far
- Means of meeting annual operating expenditure
- Infrastructure (*in sq. ft.*) & Facilities created (Give details)
- Work space/Sheds (Size & number) and occupancy status
- Major Equipments (in brief)
- Other facilities (please specify)
- Organisational Structure
- Composition of Governing Board/Advisory Committee

B. ACHIEVEMENTS (based on performance of last three years 1.4 2007-31.3.2010)

(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 commercialize technology then please give details of Products/Technologies developed and commercialized, special features of the products/technologies and their market, 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). Describe the **social impact made** through new jobs generated and indicate the spin-off effect. Highlight problems faced and how they were addressed, monitoring mechanisms adopted etc. (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 incubates/client companies/entrepreneurs and how the incubator assesses client's needs and renders services. Describe strategy/innovative methods adopted to enhance the effectiveness of the overall incubation program. (20 points)
3. **Success Stories** (500 words): Enclose at least two case studies of tenant companies that exemplify effectiveness of services offered by park/incubator. Where appropriate, provide statistics in support. 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, sources of revenue etc. Indicate challenges faced for financial stability and innovative approaches adopted for enhancing revenue generation. (15 points)
5. **Other Activities** (200 words): Describe different activities being undertaken from other agencies i.e. training programmes, special services, consultancy assignments etc. (10 points)
6. **Any Other Information:** Submit informative documents such as brochures, newsletters, client base, last year's annual & audit report, news clippings, awards/recognitions, etc (5 points)

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

Submit three copies of the completed application at following address:

Praveen Roy

Scientist D

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