

University Level SSIP Scrutiny Committee

As per the financial guideline 2.0 by government of Gujarat, department of education suggested University level SSIP scrutiny committee form as below mention.

Sr.no	Name and Designation	Nomination
1	Prof. (Dr.) Anil Tomar Provost Rai University	Chairperson
2	Industry Expert (Industrialist/ Innovator/ Investor)	External Member
3	Mr. Dhwanesh Patel Alumni and Start up Founder Mr. Parth Nayak Alumni and Start up Founder	Member
4	Mr. Vikash Sadhu Sr. Account Officer Rai University	Member
5	Academic Expert (Two members)	External Member
6	All Principals and Head of Schools and Department as Technical Experts	Member
7	Dr. Nita Solanki I/C Principal School of Law, Rai University.	Member (IPR)
8	Dr. Dhanya J. S. Assistant Professor, Rai School of Science, Rai University. Dr. Sandip Chandra Assistant Professor, Rai School of Management Studies, Rai University.	Member (Start-Up ecosystem expert)
9	Mr. Yashesh Darji Assistant Professor and SSIP Coordinator Rai University	Member Secretary

- The PoC & IPR Scrutiny Committee will select a project which is having the potential.
- This committee will supervise all the activities under SSIP mandate.
- This committee should meet every month or whenever need arises to review the applications received for extending various support.
- The committee may include domain experts as members whenever need arises.

Guidelines for SSIP 2.0

1. Expenditure Guidelines

- Procurement of the equipment/parts/services for PoC/Prototype development, through competitive bidding and/or by providing “reasonable rate certificate” by the competent authority of the University.
- Procurement for laboratory/infrastructure development through GeM or as per the State Government Procurement Policy guidelines.
- Expenditure for various activities under SSIP 2.0 at Rai University SSIP Cell should be carried out as per following directives:

Sr.no	Budget Head	Annual Limit	Remarks																
1	PoC Support / Prototype	70%	Maximum Rs. 2.50 Lacs per PoC/Prototype. University Level SSIP Scrutiny Committee should approve the worthiness of project/s to be supported.																
2	IPR Support		University Level SSIP Scrutiny Committee should approve the worthiness of project/s to be supported. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Types of IPR</th> <th style="width: 30%;">Support Provisioned (Up to)</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Patents</td> <td>INR 75,000/- for Domestic</td> </tr> <tr> <td>INR 1.5 Lakh for International</td> </tr> <tr> <td>Copy rights</td> <td>INR 8,000/-</td> </tr> <tr> <td>Trademarks</td> <td>INR 12,500/-</td> </tr> <tr> <td>International Registration of Marks</td> <td>INR 50,000/-</td> </tr> <tr> <td>Industrial Design</td> <td>INR 9,000/-</td> </tr> <tr> <td>Plant Variety Registry</td> <td>INR 33,000/-</td> </tr> <tr> <td>Semiconductor Integrated Circuits Layout – Design Registry (SICLDR)</td> <td>INR 15,000/-</td> </tr> </tbody> </table>	Types of IPR	Support Provisioned (Up to)	Patents	INR 75,000/- for Domestic	INR 1.5 Lakh for International	Copy rights	INR 8,000/-	Trademarks	INR 12,500/-	International Registration of Marks	INR 50,000/-	Industrial Design	INR 9,000/-	Plant Variety Registry	INR 33,000/-	Semiconductor Integrated Circuits Layout – Design Registry (SICLDR)
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3	Others	30%	The fund may be utilized for programmes, pedagogical interventions, and events, special endeavors, setting up pre-incubation/incubation centers, basic infrastructure, mentoring and others.																

2. For the expenses under above listed budget heads, delegation of financial power shall be as follows:

- Expenditure up to Rs. 50,000/- can be approved by the University/Institute head.
- Expenditure more than Rs 50,000/- & less than Rs. 200,000/- can be approved by the University level SSIP committee.
- Purchases should be made by inviting competitive offers only.
- For single Expenditure more than Rs. 200,000/- Open tendering process should be adopted.

3. Expenditure guidelines for the projects that are granted support for PoC/ Prototyping:

- a) The University Level SSIP Scrutiny Committee shall decide on the project to be taken up for support. Not more than Rs 2.50 lakh should be sanctioned for each project. However, if the nature of the project demands so, a higher amount can be recommended by the Rai University for decision to the State Level Committee.
- b) 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.
- c) The PoC grant sanctioned by the SSIP committee of the University/Institute to the students/innovators team is as an assistance to the students/innovators. The number of instalments and the quantum of each instalment should be finalized by the SSIP Committee of Rai University. However, the number of instalments should not exceed three.
- d) 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.

4. IPR guidelines:

- a) IPR cell/ centre to process the information and shall get internal approvals of the University Level SSIP Scrutiny Committee.
- b) The Innovator may be provided help from a consultant to apply for IPR. Only DIPP recognized consultants can be assigned IPR related consultancy work at DIPP approved rates.

- c) IPR cell/ centre must follow up with the status of the applications.
- d) In case any queries/ objections are raised against the application, the IPR cell/ centre in consultation with the innovator/ creator/ applicant must facilitate a suitable response.
- e) Once the registration certificate is obtained, the IPR cell/ centre must inform about the same to the applicant/ innovator/ creator.
- f) The IPR cell/ centre must facilitate the applicant/ innovator/ creator in promoting the product for commercialization.

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			
Total			

Yours sincerely,

Innovator

Faculty Mentor

Head of Department

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