MEMORANDUM OF UNDERSTANDING (MOU)

THIS MEMORANDUM OF UNDERSTANDING (MOU) is made on 23rd **day of** March**, 2021 at Gandhinagar, Gujarat.**

BETWEEN

Gujarat Knowledge Society (GKS) having its registered office at Commissionerate of Technical Education, Block No.2, 3rd Floor, Karmayogi Bhavan, Sector -10A, Gandhinagar-382010, here after referred to as "**GKS**" as First Party,

AND

Dr. Babasaheb Ambedkar Open University, located at 'Jyotirmay' Parisar,Sarkhej-Gandhinagar Highway, Chharodi, Gujarat, INDIA herein after referred to as "**BAOU**" as Second Party,

Whereas,

i) GKS is a recognised nodal agency for implementation of the **Student Startup and Innovation Policy (SSIP)** of Government of Gujarat.

ii) BAOU is a recognised University establishment under the Act of Gujarat Legislature known as Dr. Babasaheb Ambedkar Open University Act, 1994 (Gujarat Act no. 14 of 1994) and is engaged in imparting knowledge in various disciplines through its establishment.

The Government of Gujarat under SSIP aims to create an integrated, state-wide, university-based innovation ecosystem to support innovations and ideas of young students and provide a conducive environment for optimum harnessing of their creative pursuit through GKS. For effective implementation of SSIP and to achieve it's objectives (as listed below) GKS agrees for **conditional disbursement of grant** to BAOU; wherein BAOU agrees to do following:

1. Objectives of SSIP:

a. Developing student centric Innovation and Preincubation Ecosystem for Students (IPIES).

b. Creating environment for creativity to flourish and an end-to-end support system in educational institutions to allow ample support to ideas for better execution.

c. Build internal capacity of educational institutions and key components of the innovation ecosystem to enable deployed processes to make sustainable impact at scale.

d. Create pathways for mind to market by harnessing and handholding projects/research/ innovation/ ideas of students in Gujarat.

GUJ/SSIP/2019/AU/130/2012

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e. Creating and facilitating sectoral and regional innovation efforts in state around educational institutions.
f. Create a common platform to showcase, support and upscale innovations for motivating stakeholders as well as for an opportunity to create value for money and value for many.
g. Leverage public system initiatives at state and central level, academia, industries and by other ecosystem stakeholders/domain experts and institutions to make an inclusive effort.

2. BAOU agrees to pursue following interventions:

a. The university shall set up a basic facility in form of a student innovation and entrepreneurship council, employ human resources to look after the council, assign a senior competent authority for coordination of such a facility at university level to develop action agendas for short and long term and share the same with the state.
b. Create action plan and strategies to support startups, and processes to help them. Undertake a holistic approach and create systems to support ecosystem, process, start ups with inclusion of sectors and spaces.
c. Student startup manuals like tool kit development which will be handy for support teams and institutes/universities to comply to basic necessary requirements which will be handy to give them best possible handholding across startup value chain.
d. Create suitable open innovation models to create more student innovators and startups, recognise and reward them. Institutionalise innovation and student startup awards.
e. Creating a funnel to support ideas at prototype stage by creating pre-seed funds / grants.
f. Ensure bare minimum exposure for students on how to solve problems, innovate and start up in college.
g. Through various research grants and other ways, students will face the much needed challenges. These challenges will be based on local and global issues. The university is also to encourage students to build products, services, solutions and convert those to enterprise for value creation.
h. Developing a suitable and flexible protocol for student innovators to leverage existing infrastructures, mentors, testing facility, operational space etc. across universities of Gujarat after regular class hours. Also create networking opportunities for students among different internal and external stakeholders.
i. The university will categorise and prioritise interventions which may range from low-cost intervention, medium-cost intervention and others.
j. Create processes and mechanisms so that the scope of accessing facilities and benefits can reach student innovators and idea-stage startups, with equal ease on merit basis. Innovate to reduce transaction time and cost to facilitate support and access to various infrastructures to startups while leveraging existing facilities in Government and/or private domain.
k. Create IPR centre.

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3. **Terms and Conditions of the grant/funding:**

a. BAOU would be provided a total financial support in the form of Grant-in-aid of Rs. 1 Cr. (One Crore) per year for two year, which would be exclusively spent on the specified purpose for which it has been sanctioned within the stipulated time.
b. The grant-in-aid would be spent as per the approved action plan included in the MoU and mutually agreed to in consultation between GKS and BAOU.
c. BAOU shall maintain a separate interest-bearing bank account for the funds to be disbursed by GKS. The interest earned on the grant money, would be reported to GKS and the same will be treated as a credit to BAOU to be adjusted towards further instalments of the grant.
d. The amount sanctioned during the first instalment will depend on the proposed and agreed expenditure as per the budget plan submitted by BAOU.
e. The Comptroller & Auditor General of India (CAG) at its discretion shall have the right to access the books of account for the grant received from the Government under SSIP.
f. BAOU will be required to submit CA certified Utilisation Certificates (UCs) of the grant at the end of each financial year as well as at the time of seeking further instalments of the grant, if any.
g. Any unspent balance amount sanctioned under SSIP would be either adjusted towards the grants-in-aid payable during the next instalment or refunded to the Govt. of Gujarat by means of an Account's Payee Demand Draft drawn in favour of "Gujarat Knowledge Society" payable at Gandhinagar.
h. Grant to the institute/University to be utilized under the scope of SSIP policy mandate.
i. BAOU agrees to introduce at least one course with project-based component in every semester in its curriculum starting from first semester itself.
j. BAOU agrees to introduce one course on entrepreneurship and design thinking and problem identification in the beginning of the course programme.
k. BAOU agrees to implement all the pedagogical and academic interventions as may be suggested from time to time by the State Level Committee for SSIP, Gujarat.
l. BAOU agrees to revise its curriculum not more than every three years.
m. BAOU agrees to comply with guidelines issued by SSIP-GKS, Govt. of Gujarat from time to time for utilization of SSIP Grant.
n. BAOU agrees to make expenditure, for SSIP related activities, initially from institute resources on reimbursement basis. The same shall be reimbursed through SSIP grant after verification, if found in conformity with grant utilization guidelines issued by SSIP Cell, GKS from time to time

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4. **Obligations of BAOU:**

a. BAOU agrees to accomplish proposed milestones as per it's application for SSIP grant; that are listed below:

Proposed Action plan and Milestones:

Sr	Milestone	Year-1	Year-2	Total
1	Total Number of Students to be Outreached and Sensitized	125000	150000	275000
2	Total Number of Innovative Student Projects to be Supported	500	500	1000
3	Total Number Innovations to be Supported at PoC Stage	100	120	220
4	Total Number of Patents to be Filed	10	20	30
5	Total Number of Student Start-ups to be Supported through interventions like:			
	5.1 Incubation space & facilities	80	80	160
	5.2 Seed Funding	20	20	40
	5.3 Prototyping grant	80	80	160
	5.4 Faculty/ alumni/Expert/mentoring	25	30	55
6	Total Number of Workshops/ Conferences/ Seminars/Capacity Building Programs in SSIP Agenda (attach detail)	10	12	22

b. BAOU agrees to implement key initiatives that are proposed along with the application for SSIP grant; that are listed below:

Planned Pedagogical/ Academic changes to be implemented:

Sr.No.	Initiatives	
1	Pedagogical Changes	Inclusion of Skill based and entrepreneurial courses in various programmes
		Offering skill based Certificate, Diploma and Post Graduate Diploma programmes online
		Introducing add-on courses related to communication
2	Academic Interventions	Introduction of courses related to finishing school
		Inclusion of Skill based training in diversified area of domains
		Conducting Online Courses by inviting experts in specific domain
3	Infrastructural Facilities	OMKAR, OMKAR-e, Swdhyay TV and Swadhyay Radio, VANDE Gujarat channel
		National Knowledge Network Connectivity, Computer Lab
		Virtual class room, Facilities related to Online Class, Web Meetings and Virtual Conferences
4	Promotional & Sensitization Activities	Distinguished Speakers Program/ Lectures, Industry visit, educational fair
		Mentoring
		Programming contest, Hackathon, Workshops
5	Capacity	Training Programme, Innovation Challenge

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	Building	Industrial Hackathon
		Organizing events for solving challenging problems, innovations and novel business ideas on regular basis

BAOU agrees to adhere to budgetary provisions of the policy and the budget plan that was submitted along with the application:

Budget Plan Submitted with the application:

(In Rupees)

Sr	Component	Year – 1	Year – 2	Total
1	University Contribution	5,00,000	5,00,000	10,00,000
2	SSIP Grant	1,00,00,000	1,00,00,000	2,00,00,000
3	Other Sources			-
	Total	1,05,00,000	1,05,00,000	2,10,00,000

(In Rupees)

Sr	Intervention	Year – 1	Year – 2	Total
1	Developing University innovation and startup council/ecosystem/Cell	100,000	100,000	200,000
2	Developing pre-incubation process	50,000	50,000	100,000
3	Co-working space/Pre-incubation facility/ Common Innovation Centre	475,000	425,000	900,000
4	Activity/Workshop/Conference/Capacity Building/Awareness program	150,000	200,000	350,000
5	Awards/Recognition/Exposure	50,000	50,000	100,000
6	Technology Platforms/ICT portals	200,000	200,000	400,000
7	Virtual Incubation/Mentoring and allied support	200,000	200,000	400,000
8	Proof of Concept (PoC) and Prototyping support	5,250,000	5,250,000	10,500,000
9	Patent Filing support	2,625,000	2,625,000	5,250,000
10	Tinkering Lab/Fab Lab/Basic prototyping facility	700,000	700,000	1,400,000
11	Pedagogical Interventions/Courses/New Programs on Innovation and Entrepreneurship	300,000	300,000	600,000
12	Special Initiatives to promote student startups and innovations	300,000	300,000	600,000
13	Documentation/Publication/Dissemination	50,000	50,000	100,000
14	Any other/Administrative expenses	50,000	50,000	100,000
	Total	10,500,000	10,500,000	21,000,000

c. BAOU agrees to evolve a transparent system for selection of innovative ideas/projects to be supported.

d. BAOU agrees to enter into an appropriate agreement with the inventor within framework of policy and guidelines given from time to time by GKS-SSIP, Government of Gujarat.

e. BAOU agrees to invest sufficient additional amounts in promoting startups and innovation eco system in the university.

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f. BAOU would provide the physical infrastructure/ civil work necessary for implementation of the above.
g. BAOU agrees that no civil work / construction and similar activities will be carried out from the funds provided by GKS under SSIP.

5. Monitoring:

a. BAOU agrees to allow quarterly review based on a comparison of the proposed budget plan versus the actual physical and financial performance. The review shall also include performance audit and as well as financial audit.
b. BAOU understands that the release of grants after the first instalment and each subsequent instalment will be based on satisfactory implementation of SSIP objectives and performance to achieve the same.
c. BAOU understands that the concerned Government Officers or its authorized representatives may visit BAOU periodically for ascertaining the progress of work and resolving any difficulties that might be encountered in the course of implementation of SSIP objectives.
d. BAOU agrees to represent itself through it's authorised representative/s whenever it is called for periodic review at GKS Office.
e. BAOU undertakes to participate in the programs and events of SSIP.

6. Termination of Support and Penalty:

a. GKS, Government of Gujarat, reserves the right to terminate support to BAOU at any stage under SSIP, if it is convinced that the grant is not being utilized properly or that appropriate progress to achieve objectives of SSIP is not being made. The entire amount will be treated as a sunk investment and the assets acquired through the grant will be written-off by GKS.
b. BAOU agrees to repay/refund grant received under SSIP with interest from the date of disbursement if GKS, Government of Gujarat is convinced that the grant is not being utilized for the purpose mandated by SSIP, Government of Gujarat. GKS, Government of Gujarat, reserves the right to recover any such amount from any other such government grant that is issued by the government for any purpose.
c. In case of SFI/GIA, GKS can recover any such amount through the revenue recovery process of the government.

7. Grievance redressal Mechanism

Grievance redressal will be addressed by SSIP Project Proposal Evaluation Committee.

8. General Conditions

a. The MOU will be valid from the date of signing and it will be reviewed every year.
b. BAOU agrees to accommodate any changes that are made in the plan of action from time to time for the implementation of SSIP, Government of Gujarat.
c. It is mandatory to acknowledge the SSIP support in all appropriate fora, in media (both electronics and print), website, annual reports, publicity material, etc. in a visible manner.

d. The MOU can be modified or revised from time to time with mutual consent of the parties.
e. The MOU has to be supported with the following documents:
    i. Copy of Act through which the university is established.
    ii. Legal authority letter in the name of person who is signing MoU on behalf of BAOU.
f. BAOU undertakes to follow the direction of the government / executive body of SSIP, issued under SSIP in future with respect to implementation of this policy and action plan.

Each of the undersigned signatories represent and warrant that he/ she is authorized to execute this arrangement on behalf of the party for whom he/ she signs and that no further authority or execution by any other person for such party is necessary.

To be signed by Representative of GKS and Representative of **BAOU**

GKS	BAOU
Name: Prof. Tushar J. Rawal	Name: Dr. Bhavin Trivedi
Designation: Addl - CEO - GKS	Designation: I/c. Registrar.
Date: 23-03-2021	Date: 23-03-2021
Sign & Seal: Gujarat Knowledge Society	Sign & Seal: I/c. Registrar Dr. Babasaheb Ambedkar Open University Ahmedabad

Witness:

1. _____
Prof. H. D. Nayak

2. _____

Dr. Babasaheb Ambedkar Open University Ahmedabad