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**राष्ट्रीय प्रौद्योगिकी संस्थान राउरकेला**

NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA

FOUNDATION FOR TECHNOLOGY AND BUSINESS INCUBATION (FTBI)

(A Section 8 Company Supported By DST, Govt. of India)

TECHNOLOGY INNOVATION AND INDUSTRY RELATION (TIIR)

**APPLICATION FOR INCUBATION AT FTBI**

1. Name of the Applicant :
2. Affiliation :
3. EC/Roll No. /ID No. :
4. Address for Communication :

Present:

Permanent:

1. Name(s) and other details of Mentor(s) :
2. Name of the Company/Startup :
3. Technical Details :
	1. Title of the Project :
	2. Objective :
	3. Expected Outcome :
	4. Team Structure:

Please provide details of:

No. of members associated in the Project, Name, EC / Roll No. /ID No. , Designations, Role in Team

* 1. Financial Outlay :
	2. Roadmap :
	3. Executive Summary :
	4. Management Summary :
	5. Project Summary :
	6. Marketing Strategy :
	7. Sourcing :
	8. Expectation from FTBI :

Date: Signature of Founder

Place: Mobile No. :

 E-mail ID:

**FACILITIES AND SERVICES FOR INCUBATEES AT FTBI**

Facilities and Services to the incubatee companies subject to the rules and regulations of the agreement:

**Infrastructural Support for incubatee companies at FTBI**

Upon admission to FTBI, the following facilities will be offered to the incubate companies on an individual basis:

* Office space: Company dependent
* Manufacturing Space- Company dependent
* PC usage (1 PCs)
* Internet connection
* Furniture

**Common Infrastructure**

FTBI provides a common pool of hard and soft infrastructure to be shared by all incubatee companies. Following resources are provided:

* Photocopying machine
* Document Scanner
* Library : Management Books , Subscription to IT, Business, Management and Trade Journals and Newspapers
* Meeting/Conference room with projection equipment/Auditorium.

**Institute Infrastructure**

FTBI facilitates the access to institute infrastructure as per norms of NIT Rourkela on the request of the incubatee.

**Soft Infrastructure** **and business services**

FTBI provides soft infrastructure and business services to the incubating companies. It may identify and associate professionals on a part-time basis. Incubatee Company may avail their services on prescribed charges. FTBI may facilitate business services by the third party on the request of the incubatee company for which they would need to pay the service providers on mutually agreed terms and conditions. However it is made clear that FTBI acts merely as a facilitator in such third party agreements with the service providers. It may also on its discretion provide certain services on subsidized or no-charge basis.

 The services and support items provided are listed as follows:

* Training in business management: structured short courses
* Training in business communication: written as well as verbal
* Accounting tools/ software
* Common secretarial pool/staff
* Experiences of successful companies –a knowledge/ information site would be created where management concepts, intellectual property evaluations, deal making, negotiations, networking, VC funding, company registrations etc. are provided
* Networking events/ showcases
* Tie-ups with chartered accountants and other professional organizations for accounting, IP, legal and management expertise

**Mentoring and Advisory Services**

* **Strategic Checkups:** The FTBI Head will meet with company CEOs at least once per month for strategy reviews and discussion of operational issues.
* **Mentor:** Each incoming company is offered a "Mentor." This is a person with extensive business experience or specific industry insight who will advise the company on a limited basis regarding matters of particular importance to the company .
* **Faculty Advisor:** A faculty advisor is also associated with the incubatee as a mentor on technology issues.
* **Specialized mentors:** Specialized mentors will also be available to the companies to assist with particular strategic areas or to provide project-oriented consultation.
* **Consulting by professionals**: All companies would be provided access to consulting by professionals.