

User Manual

of

StartInUP

Developed for

Department of IT & Electronics,

Uttar Pradesh Government



(Incubator Login)

Version 1.0 Dated 10.02.2022

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1. Introduction

1.1. Overview of the Web Application

The web portal of StartInUP has been developed for Department of IT and Electronics, Government of Uttar Pradesh. This module is intended to be used by the Startups, and Incubators to establish a world class startup ecosystem in the state by developing a robust infrastructure and providing conductive policy environment. This portal enables Startups to register on portal and furnish the related details after login.

The goal of web portal is to Establish India's largest Incubator in Lucknow and to promote the culture of innovation and entrepreneurship at the glass root level leading to employment generation & introduction of emerging technologies in niche sectors thereby contributing to state economy and empowerment of youth.

1.2. Scope of the User Manual

This user manual provides step by step guidance on how the Users will use the software to incubate with various Startups and apply for the Incentive.

1.3. Intended Audience of the Application

Incubators, Accelerator, Startup, Nodal Departments and all concerned users of StartInUP will be the intended audience of this application.

1.4. Application Convention

The application has the following conventions:

- a. Fields which have * sign indicate mandatory fields.
- b. Error messages will be displayed in the pop-up box.
- c. Success messages will be displayed in the pop-up box.
- d. All the menu links will be displayed in the side menu.

2. Accessing the Web Portal

To access the Web Portal, open <u>https://startinup.up.gov.in/</u> after which you will be redirected to the official website of Invest UP. Page will appear as shown below:

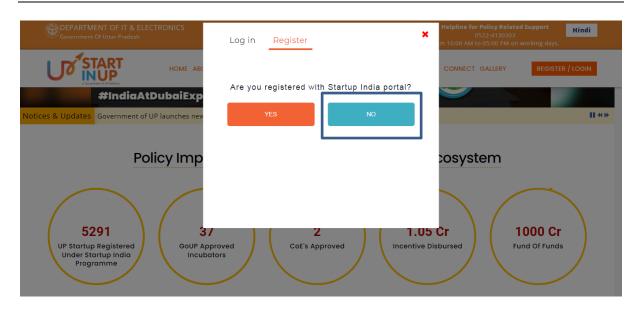
Government Of Utta	OF IT & ELECTRONICS r Pradesh	Wivesh Mitra #startupindia	Helpline for Policy Related Support 0522-4130303 from 10:00 AM to 05:00 PM on working days.
	HOME ABOUT U	S STARTUP INCUBATOR MENTORSHIP COE EVENT	
	Sustenance allowance of ₹15000 PER MONTH Seed Capital of UPTO ₹5 LACS Incubation support for 6 MONTHS	EXAMPLE A CONTRACTION OF CONTRACTION OF CONTRACTION OF CONTRACTION OF CONTRACT OF CONTRACT. WWWW.STARTINUP.UP.GOV.IN	Patent Filing cost of UPTO ₹10 LACS Event participation support of UPTO ₹1 LAKH ADDITIONAL BENEFITS to startups founded by Wornen, Divyangjan & Transgender
Notices & Updates Mor	e than 5200 UP based startups r	egistered under startup India program	II «»

• Click on **Register/Login** link appearing on the homepage. Page will appear as shown below:

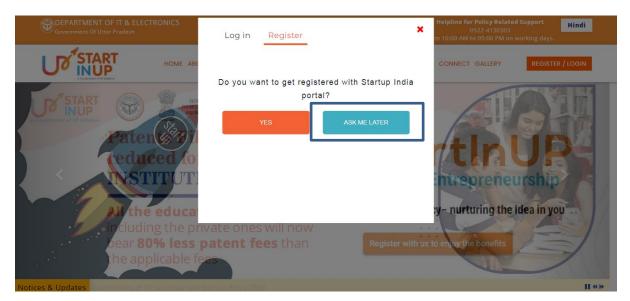
DEPARTMENT OF IT & ELECTRONICS Government Of Uttar Pradesh	Log in Register	Helpline for Policy Related Support 0522-4130303 m 10:00 AM to 05:00 PM on working days.
HOME ABO	Enter Your Email ID	CONNECT GALLERY REGISTER / LOGIN
	Password Forgot Password? LOG IN Vate ones will now batent fees than es	
Notices & Lindates Conservation contributes IND 30 C		II 44 No

• If User is already registered, enter the Email ID and Password to login, else Click on **Register** button. Thereafter, user will be redirected to the Registration panel of StartInUP. Page will appear as shown below:

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Click on **No** button then click on Ask me later button, it will redirect you to the Registration page as shown below:



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COPPARTMENT OF IT & ELECTRONICS Government Of Uttar Pradesh	Log in Registe	r	Kelpline for Policy Relate 0522-4130303 m 10:00 AM to 05:00 PM on	Hind
HOME ABO	Select User Type		CONNECT GALLERY	REGISTER / LOGIN
A Conservati of all Induits	Name			
Notices & Updates Government contributes INR 20	Email ID			II «»
Policy Imp	Mobile Number		cosystem	
	Password	Confirm Password		~
		ontain atleast 8 to 15 characters, 1 all letter and 1 special character.		
5291		REGISTER		1000 Cr
UP Startup Registered GoUP A Under Startup India Incu Programme		OR	bursed Fi	und Of Funds
	SIGN UP	WITH STARTUP INDIA		

- Select User Type, enter Name, Email ID, Mobile Number, Password & Confirm Password in the respective fields and click on **Register** button.
- Login using the registered Email ID and created Password; it will redirect you to the Registration Form of the selected User Type.

3. Incubator Login

Click on the Register/Login link from Web Portal, it will redirect you to the login page as shown below:

GOVERNMENT OF IT & ELECTRONICS Government Of Uttar Pradesh	Log in Register	Helpline for Policy Related Support 0522-4130303 m 10:00 AM to 05:00 PM on working days.
START HOME ABO	Enter Your Email ID	CONNECT GALLERY REGISTER / LOGIN
5291 UP Startup Registered Under Startup India Programme	Password Forgot Password? LOG IN	Cr bursed Fund of Funds
Register ⁻		Growth
javascriptvoid(0)		

Enter your registered Email ID and password then click on LOG IN button.

3.1. Registration Form

Login on the portal and it will redirect you to the Startup Registration Form as show in below image:

Fill the required details and click on the Save button then click on Next button to move to the next step.

Step Incubator Profile		Str Authorized Repre	ep		3 Step Incubator Details	•
Name of Host Institute * KIET Group of Institutions	Type of Host Institute		Name of Incubator * !	TRI	Industry type *	
Date of Establishment * 02/28/2007	Entity Type *	ocieties Registration A *	Industry * ! × Aeronautics/Aerospace & De	fence		ing × Big Data
Corporate Identity Number (CIN) 5555555555555555555555555555	Office Address * 13 KM Stone, Ghazia	bad- Meerut road, NH-58, ML	Agriculture Analytics State Uttar Pradesh	Animation	× Data Science	
Region	Pincode *		Organization Email * tbikiet@gmail.com		Phone Phone	
Mobile * 9999017712		osite * tp://www.tbi-kiet.in/		Incubator Logo Choose File <u>Remove File</u> (File Format: JPG/.	No file chosen IPEG/PNG, Max File Size: 1 MB)	¥
Incorporation/Registration Certificate Choose File No file chosen Remove File File Format: JPG/JPEG/PNG/PDF Max File Size: 2 MB)	Le Ct Ren	nocial Statements of Incubator noose File No file chosen nove File Format: JPG/JPEG/PNG/PDF Max Save	7			

- Fill the required details carefully and then click on **Save** button.
- Click on the Next button to move to next step of Registration process.

Fill the required details and click on the Save button then click on Next button to move to the next step.

						ncubator Registration
1 Step Incubator Profile	Author	2 Step Authorized Representative Details			3 Step Incubator Detail	s
ibator Profile						
horized Representative Details						
ame of Authorized Representative *	Designation *		Official Address *			
Satendra Kumar	General Manager		13 KM Stone, Ghaziabad- Me	erut Road, NH-58		
tate	City *		Pincode *		Phone	
Uttar Pradesh 👻	Ghaziabad	*	201206		9873816176	
mail Id *	KYC of authorized representative(PAN) *	ŧ	KYC of authorized representat	live(Aadhaar) *	CV of authorized represen	ntative *
tbikiet@gmail.com	ADWPK2024M		749327936864		Choose File No file ch Remove File	iosen 🛃
YC of authorized representative(PAN) * Choose File No file chosen	KYC of authorized representative(Aadha Choose File Remove File	*			(File Format: JPG/JPEG/PNG,	
e Format: JPG/JPEG/PNG/PDF Max File Size: 2 MB)	(File Format: JPG/JPEG/PNG/PDF Max File					
	(File Format: JPG/JPEG/PNG/PDF Max File					
e Format: JPG/JPEG/PNG/PDF Max File Size: 2 MB) Management Team	(File Format: JPG/JPEG/PNG/PDF Max File Designation	Phone		Email Id		
Pormat: JPG/JPEG/PNG/PDF Max File Size: 2 MB) Management Team Name			76	Email Id awadhesh.kumar.	ibi@kiet.edu	Add More

Fill the required details and click on the Submit button to complete the registration process.

	1 Step Incubator Profile	2 Step Authorized Representative Details	3 Step Incubator Details	
Incubator Pro	ofile			
Authorized R	epresentative Details			
Incubator De	tails			\diamond
Infract	ructure Details			

cubator Area (in SqFt) Total No. of seat			Seat reserve	ed for Startinup	Seat available for Startinup		
ex.123		ex.123		ex.123		ex.123	
T Infrastructur	re						
Select multiple	e	•					
S.No.	Events		Details		Uploads		Action
1	Co- working space		ex.123		Choose Files No file chosen		
2	Conference Room/Auditorium		ex.123		Choose Files No file chosen		
3	Video conferencing Room		ex.123		Choose Files No file chosen		
4	Meeting Room		ex.123		Choose Files No file chosen		
5	Refreshment Zone		ex.123		Choose Files No file chosen		
6	Front of the Building		ex.123		Choose Files No file chosen		
7	Reception Area		ex.123		Choose Files No file chosen		
8	Library		ex.123		Choose Files No file chosen		
9	Desktop availability		ex.123		Choose Files No file chosen		
10	Any other		ex.123		Choose Files No file chosen		

Associations / Collaborations Skill Development / Training Program 🕦 Select multiple • Events/Programs 🕕 Name of Event Type of event Place of event Name of Event Type of event Place of event Event Details Date of event Event Details mm/dd/yyyy Add More Mentoring Name Email Id Designation Mobile Designation ex.abc@gmail.com Name Enter 10 digit mobile no. Onboarding Certificate Choose File No file chosen cv Choose File No file chosen

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Collaboration With Govt. Depart	ments									
Department Name						Please provide collaboration details				
Department Name			Contact Person Name			Please provide collaboration details				
Address			Mobile				Email Id			
Address			Enter 10 digit mobile	no.			ex.abc@gmail.	com		
										Add Mor
Funding										_
Funding										
Types of Funding										
Select		Ŧ								
Fund size (in INR)		Focus Sector		Date of M		d			ils of MOU	
Fund size (in INR)		Focus Sector		mm/dd,	/уууу			De	tails of MOU	
Funding certificate *										
Choose File No file chosen										
										Add Mor
Industry Connect										
maaday connect										
Yes No										
Additional Support 🕕										
Legal	Marketing	Financ	e 🗌 1	Fechnical	Ot	thers				
Operational Details Of I	ncubator									
Startup Selection Criteria										
Startup Selection Criteria										
Select multiple				•						
No. of seats available		ex.123								
		ex.123		ex.123			ex.123			ex.123
No. of Startup Enrolled			Ideation		Prototy	pe			Acceleration	
No. of Seat Allocated		ex.123	Ideation	ex.123	Prototy	pe	ex.123		Acceleration	ex.123
No. of Seats Allocated to Govt. UP		ex.123	Ideation	ex.123	Prototy	pe	ex.123		Acceleration	ex.123
No. of Startup Approved by Govt. U	JP	0	Ideation	0	Prototy	pe	0		Acceleration	0
Others		ex.123	Ideation	ex.123	Prototy	pe	ex.123		Acceleration	ex.123
Incubation Period										
Stage	Minimum F	Period (in month)				Maximum Per	iod (in month)			
Ideation	ex.123					x.123				
Prototype	ex.123					x.123 x.123				
Acceleration	ex.123					ex.123				

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tage *		Entity Name *	Registered with 0	iovt of UP	Entity Type	
Select	•	Entity Name	Select		▼ Select	*
ompany Description			Thrust Area		Products & Services	
Company Description			Thrust Area		Products & Services	
ate of Corporation		Date of Incubation				
mm/dd/yyyy		mm/dd/yyyy				
Contact Details						
egistered Address		Mobile	Email Id		Website	
Registered Address		Enter 10 digit mobile no.	ex.abc@gmail.c	om	Website	
Promotors Details						
ame Name		Mobile Enter 10 digit mobile no.	Email Id ex.abc@gmail.o			
		Enter to agric mobile no.	Cr. abolegrinality			
						Add More
accept the Terms & Conditions						

Submit the Registration form and it will redirect you to the dashboard of respective User Type.

4. Dashboard

After successfully completing the registration process, Incubator will be logged in to the dashboard. The page will appear as shown below:

Welcome AIC - Mahamana Foundat	ion For Inno	Dashboard (Incubator)		
Dashboard		Green Colour indicates "Process Complete"	Red Colour indicates "Process Pending"	
Events		(INCUBATOR) REGISTRATION		PROGREES TILL DATE
My Profile	>	Stan	Stop	Registration form submit
🖉 Startups	>	Step 1	Step 2	Registration form Approved 🕹 Certificate
Apply Incentive Form	>	Application Submission Status	Application Approval Status	
Event Incentive Form	>	Application Submission Status	Application Approval Status	-
Grievance / Feedback	>	INCENTIVE PROCESS		
Query Response	>	Step	Step	Application for incentive sent
Vser help steps	>		2	O Application for Incentive Approved
		Application Submission Status	Application Approval Status	
		Copyright © 2022 All rights reserved.		

- Dashboard of Startup can be seen as above, click on the Certificate button to download Approved Registration Form.
- Incubator can connect with Startups by clicking on the Startups menu from dashboard.
- Click on respective side menu to perform related task.

4.1. Event

Click on Event Menu available at the left side of the screen to view the details as shown in below image:

	AIC - Mahamana Foundatio	on For Innov	Event A	Add Event									Dasl	nboard /	Event
#	Dashboard														
m	Events		Show 100	✓ entries								Searc	h:		
	My Profile	>	Sr No. 🔨	Action	~~	Approved Status	~~	Status ~~	Event Name	~~	Event Date	~~	Event Ven	ہ e	~ Par
4	Startups	>								No data available in	table				
-	Apply Incentive Form	>													
4	Event Incentive Form	>	Showing 0 to 0 o	of 0 entries								First	Previous	Next	Last
4	Grievance / Feedback	>													
4	Query Response	>													
4	User help steps	>													
			Copyright © 2022 All	rights reserved.											

4.1.1. Add Event

Click on Add Event Menu available at the left side of the screen to view the details as shown in below image:

Melcome AIC - Mahamana Foundat	tion For Innov	Add Event			Dashboard / Add Event
Dashboard Events		Name of the Event *	Venue of the Event *	Date of Start Event *	Time of Start Event *
My Profile	>	Enter Name of the Event	Venue of the Event	Date of Start Event	Start Time of the Event
🖋 Startups	>	Date of End Event *	Time of End Event *	Number of Participants *	
 Apply Incentive Form 	>	Date of End Event	End Time of the Event	Number of Participants	
Event Incentive Form	>	Location of the Event *			
🛷 Grievance / Feedback	>				
🛷 Query Response	>	Map Satellite Enter a location	×. / 2		
		Google Type of the Event *	Axis Bank	Keyboard abortouts Map data 8002 Event Partners *	+ - 2 Temb bil Dier Report a map error
		Select Type of the Event	Select multiple	Select Event Partners	•
		Event Brochure * Choose Files No file chosen	Upload Event Pictures (Only for Event Organizers) *		
		Copyright © 2022 All rights reserved.	Submit		

• Select the required details upload files and click on **Submit** button add new Event.

4.2. My Profile

Click on My Profile Menu available at the left side of the screen to view the details as shown in below image:

Melcome AIC - Mahamana Foundation For Innov	Dashboard (Incubator)		
Dashboard	Green Colour indicates "Process Complete"	Red Colour indicates "Process Pending"	
Events	(INCUBATOR) REGISTRATION		PROGREES TILL DATE
Myfronte			Registration form submit
» Incubator Profile	Step 1	Step 2	Registration form Approved 🕹 Certificate
» Auth. Representative Details			
» Incubator Details	Application Submission Status	Application Approval Status	
» Incentive Form			
» Download Profile			
» Download Attachments	Step	Step	Application for incentive sent Application for incentive Approved
Startups		2	
- Sundps	Application Submission Status	Application Approval Status	
Apply Incentive Form			

- Click on the Incubator Profile from My Profile menu to view the profile of the Startup.
- Click on respective option from side menu to perform related task.

4.3. Startups

Click on the Startups from side menu of dashboard to connect with Startups as shown below:

	≡		🌲 – 🤮 🛩
Welcome AIC - Mahamana Foundation For Inno	Dashboard (Incubator)		
A Dashboard	Green Colour indicates "Process Complete"	Red Colour indicates "Process Pending"	
Events My Profile Startups	(INCUBATOR) REGISTRATION	Step	PROGREES TILL DATE Registration form submit Registration form Approved Certificate
Startups Connect with Startups Applied For Incubation	Application Submission Status	2 Application Approval Status	Registration form Approved Scienciate
 Incubated Startups List of Startups Incentive Form 	INCENTIVE PROCESS	Step	Application for incentive sent
Apply Incentive Form Form Function	Application Submission Status	2 Application Approval Status	 Application for incentive Approved
Grievance / Feedback Query Response Construction of the set of t			

4.3.1. Connect with Startups

Click on the Connect with Startups option from Startups menu to connect with Startups as shown in below image:

		≡				🔺 🏼 🌰 🗸
Welcome AIC - Mahamana Foundation	For Innov	Startup I	List			Dashboard / Startup List
🔗 Dashboard						
🛗 Events		S.No. ^~	Name	✓ Email ∧	Mobile Number ^~	Action ^~
My Profile	>					
🚀 Startups	>	1	AMIT CHAUDHARY	amit@pampower.com	9717579902	Connected
» Connect with Startups						
» Applied For Incubation		2	Abhishek Sankrit	saatinnovation@gmail.com	9793094232	Connected
» Incubated Startups					😞 Chat	
$_{\gg}$ List of Startups Incentive Fo						
 Apply Incentive Form 	>	3	Prashant	prashant.941022@gmail.com	8587960326	Connected
 Event Incentive Form 	>					
Grievance / Feedback	>	4	Sweksha Srivastava	sweksha7737@gmail.com	7380447233	Connected Note: State Sta
Query Response	>					
https://startinup.up.gov.in/user/regDe	tails/generate	eStartupProfile/NTA	A=			

4.3.2. Applied for Incubation

Click on the Applied for Incubation option from Startups menu to Approve/ Reject Incubation request sent by Startups as shown in below image:

	:	≡				🌲 🏼 🌰 🗸
Melcome AIC - Mahamana Foundation Fi	or Innov	List of S	tartups Applied For Incubation		Dashboard / List of Startup	s Applied For Incubation
A Dashboard						
🛗 Events		S.No. ^~	Name	··· Email	Mobile	Action ^~
🛄 My Profile	>					
	>	1	GANGA RAM GUPTA	info@financekaart.com	9889916009	 Approve Reject
» Connect with Startups						
 » Applied For Incubation » Incubated Startups 		2	KUNWAR PRATIK RAJ	PRATIK@CUJ.AC.IN	7004715283	Approve
» List of Startups Incentive Form	n					
🖋 Apply Incentive Form	>	3	Narendra Kumar	kalpitinfotech@gmail.com	9760044088	 ✓ Approve ⊗ Reject
Event Incentive Form	>					Cheject
Grievance / Feedback	>	4	MANISH KUMAR	manishbind@gmail.com	9453483848	Approve
Query Response	>	-		manonunagegman.com	540040040	🙁 Reject
a llcor holn stons	`					

4.3.3. Incubated Startups

Click on the Incubated Startups option from Startups menu to view the details of incubated Startups as shown in below image:

A Scientific of Dr Indedive	≡				🌲 🛛 🌰 🗸
Welcome AIC - Mahamana Foundation For Innov	List of Ir	ncubated Startups		Dashb	oard / List of Incubated Startups
A Dashboard					
🛗 Events	S.No. ~~	Name	Email ^~	Mobile Number ~~	Action ~~
 My Profile Startups 	1	OSR Hostel Private Limited	thehostel.in@gmail.com	7753011122	Incubating Sevoke
 Connect with Startups Applied For Incubation 	2	Rakesh Tiwari	tiwarirakesh360@gmail.com	7786853588	Incubating Revoke
 Incubated Startups List of Startups Incentive Form 	3	Sumit Kumar	acupace@gmail.com	7086880195	✓ Incubating Sevoke
Apply Incentive Form Section Content Section	4	Kapil Kumar Parashar	kapil.parashar1980@gmail.com	9717594283	Incubating Sevoke
Grievance / Feedback > Query Response >	5	CLEVERSOSKILLS	ceo.cleversoskills@gmail.com	8299207062	Incubating Revoke
all loor hain stans					

4.3.4. List of Startups Incentive Form

Click on List of Startups Incentive Form option from Startups menu to view and recommend the Incentive form submitted by Incubated Startups as shown in below image:

	≡					🌺 v
Welcome AIC - Mahamana Foundation For Inn	。 List of	f Startups Incentive Form			Dashboard / List of Incut	oated Startups
A Dashboard						
🛗 Events	S.No.	Name of Startup	Incentive Name	Application Date	Status	Action
My Profile > Startups >	1	Veeery Books Private Limited	Sustenance Allowance	05-05-2021	Recommendation is Pending	View
 » Connect with Startups » Applied For Incubation 	2	ALOHIT ONLINE SERVICES PRIVATE LIMITED	Seed Capital/ Marketing Assistance	11-08-2021	Recommended Date 17-09-2021	View
Incubated Startups List of Startups Incentive Form	3	OSR Hostel Private Limited	Seed Capital/ Marketing Assistance	03-09-2021	Recommended Date 16-09-2021	View
Apply Incentive Form Event Incentive Form Grievance / Feedback	4	VALVEHOLIC SATYAM INDUSTRIES PRIVATE LIMITED	Seed Capital/ Marketing Assistance	06-09-2021	Recommended Date 16-09-2021	View
Query Response		Vyom Digital Services Private Limited	Seed Capital/ Marketing Assistance	07-09-2021	Recommended Date 16-09-2021	View

4.4. Apply Incentive Form

Click on the Apply Incentive Form option from side menu of dashboard as shown below:

	≡		🔺 🖉 🖗 🛚		
Welcome AIC - Mahamana Foundation	Dashboard (Incubator)				
🔗 Dashboard	Green Colour indicates "Process Compl	ete" 🔴 Red Colour indicates "Process Pending"			
🛗 Events	(INCUBATOR) REGISTRATION		PROGREES TILL DATE		
My Profile	>		Registration form submit		
🖋 Startups	> Step	Step 2	Registration form Approved Certificate		
 Apply Incentive Form 	> Application Submission Sta				
» Capital Grant					
» Operational Expenditure	DCESS				
» Applied Incentive Detail					
 Event Incentive Form 	> Step	Step 2	O Application for incentive Approved		
Grievance / Feedback	> Application Submission Sta	tus Application Approval Status			
🖋 Query Response	>				
User help steps	>				

4.4.1. Capital Grant Incentive form

Click on the **Capital Grant/Operational Expenditure** option from Apply Incentive Form menu to fill the Incubator Application Form for availing Incentives as shown below:

Malaana					· · · · ·	
AIC - Mahamana Foundation For Innov	Capital Gra	ant Incentive Form			Dashboard / Capital Grant	Incentive For
Dashboard						
Events			<u>Startu</u>	p Policy 2020		
My Profile >						
Startups >	Select Ince	ntive Basic Eligibility Incubat	or Details Confirm an	d Submit		
Apply Incentive Form						
Capital Grant	Up to R	s 1 crore to setup technical infrastr	ucture in the incubator	(Reimbursement basis)		
Operational Expenditure	Incubato	r must fulfill following conditions to be	eligible for Capital Grant. P	lease confirm :		
Applied Incentive Detail	1	The incubator is not under any governm	nent institute. *			
Event Incentive Form						
Grievance / Feedback >	2	The equipment are purchased after the	approval from PIU. *			
Query Response >	3	The Incubator has not received any ince	entive from any other govt o	department for these equipment. *		
User help steps >	4	All the bills/invoices are certified by CA	G Empaneled CA. *			0
	Up to P	s 1 crore to setup technical infrast	ructure in the incubator	(Reimbursement basis)		
	Sr.No.	Bill date	Amount	Equipment description	Justification	
	1	Bill Date eg: dd/mm/yyyy				
	2	Bill Date eg: dd/mm/yyyy				
	3	Bill Date eg: dd/mm/yyyy				
	4	Bill Date eg: dd/mm/yyyy				
	5	Bill Date eg: dd/mm/yyyy				
		Bii Date eg. du/mii/yyyy				
	6	Bill Date eg: dd/mm/yyyy				
	7	Bill Date eg: dd/mm/yyyy				
	Total		0			
	Browse f	or document upload	Choose File N	o file chosen		
				» Next		

• Fill the required details and click on Next button to continue.

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Constructed of the initiative		≡					Reg. No.: R/INCUBAT	OR/UP/LKO/2020/0000572		🌰 ~
	on For Innov	Capi	tal Grant I	ncentive F	orm			Dashboard / Ca	pital Grant Inc	entive Forn
🖀 Dashboard										
🛗 Events	Startup Policy 2020									
My Profile	>		Select Incentive	Decis Elizibility	Insultator Dataila	Confirm and Submit				
🛷 Startups	>		Select incentive	Basic Eligibility	Incubator Details	Command Submit				
🛷 Apply Incentive Form	>									
» Capital Grant			Basic Deta	il						
» Operational Expenditure			1	Upto a period	of ten years from the d	ate of incorporation/ registr	ration, if it is incorporated a	s a private limited company (as		
» Applied Incentive Detail				1932) or a limi	ited liability partnership	(under the Limited Liability	/ Partnership Act, 2008) in I	ection 59 of the Partnership Act, ndia *		
🖋 Event Incentive Form	>		2	Turnover of the rupees.*	e entity for any of the fi	nancial years since incorpo	oration/ registration has not	exceeded one hundred crore		
🖋 Grievance / Feedback	>		3	Entity is regist	ered/ Incorporated in L	Ittar Pradesh*				
 Query Response User help steps 	> >		4 Entity is working towards innovation, development or improvement of products or processes or services, or if it is a scalable business model with a high potential of employment generation or wealth creation. Provided that an entity formed by splitting up or reconstruction of an existing business shall not be considered a Startup.*							
			Additional Applicants fall		hese criteria will be	eligible for 25% addition	nal incentive of Capital	Grant		
			1	Is the startup r	registered/incorporated	d in Bundelkhand/ Purvanch	nal region of the state?			
			2	Is the startup t	founded/co-founded by	Women/Divyangjan/Trans	gender or from EWS catego	pry?		
			3	Does startup h	nave 50% or more empl	oyees from women/ divyan	gjan/Transgender category	?		
						« Previous	» Next			
		Copyright	: © 2022 All rights res	erved.						

• Select the Basic details and Eligibility Criteria to avail the incentive then click on Next button.

Version 1.0

A Government of UP Initiative	=	Reg. No.: R/INCUBATOR/UP/LKO/2020/0000572 🌲 🄮 🛀
AIC - Mahamana Foundation For In	Capital Grant Incentive Form	Dashboard / Capital Grant Incentive For
Dashboard		
Events		Startup Policy 2020
My Profile >	Select Incentive Basic Eligibility Incub	pator Details Confirm and Submit
Startups >		
Apply Incentive Form	Incubator Detail	
 Capital Grant Operational Expenditure 	Name of Insulation	
Applied Incentive Detail	Name of Incubator:	AIC - Mahamana Foundation for Innovation & Entrepreneurship - IM-BHU
Event Incentive Form	Host Institute :	Institute of Management Studies, Banaras Hindu University
Grievance / Feedback	PIU Approval date :	14-12-2020
Query Response >	District:	Varanasi
User help steps >	Region	Purvanchal
	Mobile No.:	7704810418
	Email ID:	aic-imbhu@fmabhu.ac.in
	Website:	https://www.bhu.ac.in/fms/AIC-IMBHU/home.html
	Bank Details	
	Incubator Account Holder Name *	
	Incubator Account Number *	
	Reconfirm Account Number *	
	Bank Name *	
	Branch Address *	
	IFSC Code *	
	Cancelled Cheque *	Choose File No file chosen
	Cancelled Cheque	(File Format: PDF/PNG/JPEG/, Max File Size: 2 MB)
	Upload Application Form *	Choose File No file chosen
	Download Template	(File Format: PDF/PNG/JPEG/, Max File Size: 2 MB)
		> Previous > Submit

Enter the details and upload the required documents then click on Submit button.

Version 1.0

	_		
Melcome AIC - Mahamana Foundatio	n For Innov	Capital Grant Incentive Form	Dashboard / Capital Grant Incentive Fo
🔗 Dashboard			
🛗 Events		Startup Policy 20	020
My Profile	>		
🛷 Startups	>	Select Incentive Basic Eligibility Incubator Details Confirm and Submit	
🛷 Apply Incentive Form	>		
» Capital Grant			
		 I Hereby declare that the above information is true to the best of my knowledge, Nothing has b carefully read and understood the terms & condition of the institute and do hereby agree to abide 	seen concealed and no part of it is faise. I futher declare that I have by the same.
» Operational Expenditure			
 » Operational Expenditure » Applied Incentive Detail 		» Previous « Submit to Noo	dal Agency
» Applied Incentive Detail	>	Previous « Submit to Noc	lal Agency
» Applied Incentive Detail	>	Submit to Not	
» Applied Incentive Detail		Submit to Noc	

• Preview the filled details and click on Submit to Nodal Agency button.

4.4.2. Applied Incentive Detail

Click on the **Applied Incentive Detail** option from Apply Incentive Form menu to view the submitted Startup Incentive Form for availing Incentives as shown below:

AIC - Mahamana Foundatio	n For Innov	Startı	up Incentive F	orm			Das	hboard / Startup	Incentive Form
Mashboard			•						
🛗 Events		S.No.	Incentive Unique No.	Startup 's Name	Incubator 's Name	Incentive's Name	Query Status	Query Comment	Query Attachment
My Profile	>								
🖋 Startups	>								
 Apply Incentive Form 									
	>								
» Capital Grant	>								
	>								
 » Capital Grant » Operational Expenditure 									
 » Capital Grant » Operational Expenditure » Applied Incentive Detail 									
» Capital Grant v Operational Expenditure v Applied Incentive Detail Event Incentive Form									
 » Capital Grant » Operational Expenditure » Applied Incentive Detail 									

4.5. Grievance/Feedback

Click on the Grievance/Feedback menu from Dashboard to Add and View Grievance/Feedback as shown in below image:

		≡			Reg. No.: 📥	٠	? ~
Startup	A	Add Grievance / Feedb	ack		Dashboa	rd / Startup	Incentive Form
🖀 Dashboard							
My Profile	>	StartUp Name *	Email ID *		Contact Number *		
Incubator Connect	>	Demo Startup	startup_test@rediff	mail.com	8840225481		
Event Incentive Form	>	Profession *	State *		City/District *		
🖉 Grievance / Feedback	>	Startup Founder	Uttar Pradesh	~	Bareilly		Ť
» Add Grievance / FeedBack	K			Query Type *			
» List of Grievance / FeedBack	k	Select Gender		Select	~		
Query Response	>	Comments *					
Vser help steps	>	Please fill out the your Grievance /	Feedback				
Partner	``	Submit	Reset				
	Co	opyright © 2021 All rights reserved.					

4.5.1. Add Grievance/Feedback

To Add Grievance/feedback, click on Grievance/Feedback menu from Dashboard and then click on Add Grievance/Feedback side menu. Page will appear as shown below:

AIC - Mahamana Foundation	For Inno	Add Grievance / Feedback		Dashboard / Sl	tartup Incentive For
🖀 Dashboard					
m Events		Incubator Name *	Email ID *	Contact Number *	
🛄 My Profile	>	AIC - Mahamana Foundation for Innovation & Entrepreneurship - IM-BHU	aic-imbhu@fmsbhu.ac.in	7704810418	
🖋 Startups	>	Profession *	State *	City/District *	
Apply Incentive Form	>	Incubator Founder	Uttar Pradesh 🗸	Varanasi	~
Event Incentive Form	>	Gender	Query Type *		
🛷 Grievance / Feedback	>	Select Gender	✓ Select	~	
» Add Grievance / FeedBack		Comments *			
» List of Grievance / FeedBack	¢	Please fill out the your Grievance / Feedback			
🛷 Query Response	>	Submit Reset			
🛷 User help steps	>				

• Fill the required details and click on the Submit button to add Grievance.

4.5.2. List of Grievance/Feedback

To view added grievances, click on List of Grievance/Feedback. Page will appear as shown below:

		≡						٠	🌺 ~
Melcome AIC - Mahamana Foundatio	n For Innov	List of Gri	ievance / Feedbac	:k			Dashboard /	List of Grievan	ce / Feedback
🖀 Dashboard									
m Events			Name of						
My Profile	>	S.No.	Person/StartUp/Incubators	Email ID	Mobile No.	Query Type	Query/Grievance Description	Status	/Reply
🛷 Startups	>								
 Apply Incentive Form 	>								
 Event Incentive Form 	>								
🖋 Grievance / Feedback	>								
» Add Grievance / FeedBack									
» List of Grievance / FeedBac	:k								
🖋 Query Response	>								
🚀 User help steps	>								
		Copyright © 2022 Al	ll rights reserved.						

4.6. Query Response

Click on the Query Response option from Dashboard to View the Query of Incubators as shown in below image:

A Sovemment of UP initiative	≡	A	~ 🬉
Melcome AIC - Mahamana Foundation Fo	Dashboard (Incubator)		
🖀 Dashboard	😑 Green Colour indicates "Process Complete" 🛛 😑 Red Colour indicates "Process Pen	nding"	
Events	(INCUBATOR) REGISTRATION	PROGREES TILL DATE	
Startups	Step Step	Registration form submit Registration form Approved Certification	ate
Apply Incentive Form Event Incentive Form	Application Submission Status Application Appro	oval Status	
Grievance / Feedback			
Query Response Query of Incubators	Step 2	Application for incentive sent	
🖋 User help steps 💙	Application Submission Status Application Appro	oval Status	
	Copyright © 2022 All rights reserved.		

4.6.1. Query of Incubator

Click on Query of Incubators option to View/Reply on the Query of Incubators.

AIC - Mahamana Foundat	tion For Innov	Startı	up Incentive F	orm			Das	shboard / Startup	Incentive Form
A Dashboard									
🛗 Events		S.No.	Incentive Unique No.	Startup 's Name	Incubator 's Name	Incentive's Name	Query Status	Query Comment	Query Attachment
My Profile	> (
🖌 Startups	>								
Apply Incentive Form	>								
Event Incentive Form	>								
Grievance / Feedback	>								
Grievance / Feedback Query Response » Query of Incubators	>								
Grievance / Feedback Query Response Query of Incubators	>								
 Grievance / Feedback Query Response Query of Incubators 	>								

4.7. User help steps

Click on the User help steps option from Dashboard to download the attached PDF for User help steps.

5. For Technical Support

While using this software application if any technical error occurs, you can raise your query by emailing us at support@otpl.co.in