

Universiti Tunku Abdul Rahman

Guideline Title : **UTAR Young Entrepreneur Start-up Scheme (UTARYESS)**

Guideline Number: **GD-DCC-003**

Rev No: 3

Effective Date: **12/03/2019**

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1. Introduction

UTAR Young Entrepreneur Start-up Scheme (UTARYESS) is a seed fund that is aimed to support Unovate Centre incubatee.

2. Objective

The objective of UTARYESS is to provide seed fund for product development and conducting market research.

3. Eligibility

UTARYESS is only available to Unovate Centre incubatee which is majority owned by full time UTAR students at application time.

4. Funding

4.1 A maximum grant amount of RM5,000.00 will be awarded to each successful applicant.

4.2 The funding can only be used for:

- a. Product development
- b. Conducting market survey

4.3 Non-allowable expenses:

- a. Purchase of laptops/desktops
- b. Payment of salary
- c. Any other purchases not related to the product development or market survey

4.4 The grant will be disbursed based on the actual amount spent for each pre-agreed milestone.

5. Application Procedures

5.1 Discuss with the assigned mentor on the budget for product development and/or conducting market survey. The milestone for all activities must be clearly defined.

5.2 Submit the application form (FM-DCC-017: Application for UTAR Young Entrepreneur Start-up Scheme) together with the latest business plan/business model canvas and the budget for each milestone.

5.3 ED Expert Panel will evaluate the application and submit its recommendation to the UTAR Entrepreneurship Development Committee (UTAREDC).

5.4 UTAREDC will then submit it to the Senior Management Committee (SMC) for consideration and final decision. All decisions by SMC are final.

5.5 Applications is open all year round.

6. Implementation procedures

All successful applicants must follow the following procedure.

6.1 Receive the Letter of Offer and UTARYESS Grant Agreement. The terms and conditions as well as the grant amount are in the documents. They are non-negotiable.

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6.2 Accept the offer within 30 days from the date of the Letter of Offer by signing the acceptance slip and the UTARYESS Grant Agreement.

6.3 The university will only reimburse the actual amount spent for each pre-agreed milestone.