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# Shivaji University, Kolhapur

## Intellectual Property Rights (IPR) Cell

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Dr. S. B. Sadale  
Director,  
IPR Cell, Shivaji University, Kolhapur.

Ref. SU/IPR/2022-04

Date: 12/04/2022

To,  
The Head/Director,  
All departments,  
Shivaji University, Kolhapur.

**Subject:** Invitation of applications for financial assistance for patent filing fees through KAPILA program.

Dear Sir/Madam,

The ministry of education's (MoE's) innovation cell has started the KAPILA program which is implemented by the ministry of education's innovation cell, AICTE, New Delhi. The scheme provides financial assistance to the institutions that are part of the Higher Education Institutions for filing patents. 'KAPILA: Kalam Program for IP Literacy and Awareness', which will create appropriate awareness regarding the need for IP filing, mechanism, and methodology involved in filing IP in India and globally, especially amongst students and faculty of higher education institutions. The objective of KAPILA is to recognize, facilitate and felicitate the Intellectual Property, innovations, and best practices in HEIs. Following are the details of financial support provided under this scheme:

Sr. No.	Budget Head	Amount in ₹
1	Funding support for the patent application filing fee	₹ 1,600/-
2	Request for Examination fee	₹ 4,000/-
3	Amount per Application	₹ 5,600 /-

Applications are invited for financial assistance for reimbursement of patent filing fees under KAPILA program. The details & guidelines of KAPILA program are enclosed herewith.

Best regards,

Yours faithfully,

Director,  
IPR Cell,  
Shivaji University, Kolhapur

**Encl.:** KAPILA Program details & guidelines

**Who can apply?**

- Funding will be provided to students/ faculty for Patent application having the institute either as applicant / co-applicant of the application.

**Following documents are to be submitted at the time of application Documents:**

- Copy of Patent Application (All forms)
- Title of the patent
- Date of patent filed
- Applicant/Co-applicant details
- Copy of the receipt of the patent application fee

**Last date for submission of application is 31-05-2022.**

**Submit your application at:**

Dr. S. B. Sadale,  
Director,  
IPR Cell

**Address:**

Department of Technology,  
Shivaji University, Kolhapur.

## **Scheme Name: KAPILA: Kalam Program for IP Literacy and Awareness**

### **Implementing Agency – MoE's Innovation Cell/AICTE**

#### **I. Introduction:**

The scheme provides financial assistance to the institutions that are part of the Higher Education Institutions (HEIs) for filing patent. 'KAPILA: Kalam Program for IP Literacy and Awareness', which will create appropriate awareness regarding the need of IP filing, mechanism, and methodology involved in filing IP in India and globally, especially amongst students and faculty of HEIs.

#### **II. Objective**

The objective of KAPILA is to recognise, facilitate and felicitate the Intellectual Property, innovations, and best practices in HEIs.

KAPILA will help in establishing the much required IP filing ecosystem in large number of education institutions and thus create a culture of systematically protecting new ideas, research, and innovation having national and global relevance.

#### **III. Application Processing Methodology**

- Online submission of shortlisted application details (title of the patent, date of patent filed, applicant /co-applicant details, copy of receipt of the patent application fee) by the institute through KAPILA portal
- Screening/ scrutiny of the submitted applications to check for correctness of data at Institute Level
- The final decision will be taken by the MoE's Innovation Cell (MIC), keeping in view the expert committee's recommendations and the availability of funds for the scheme.
- After the MIC's approval, the total Sanctioned grant will be sent to the institute on reimbursement mode.

#### **IV. When to Apply**

- Applications will be invited throughout the year (Fund will be released on quarterly basis)

#### **V. Guideline for the formation of committee, selection, and submission of Unique Innovation**

- Every institutes keen on seeking fund for filing patent need to form a committee as per guidelines mentioned below.
- All institute's decision-making body with respect to incubation / IPR / technology-licensing will consist of faculty and experts who have excelled in technology translation. Other faculty in the department/institute will have no say, including heads of department, heads of institutes, deans or registrars".
- All the application for patent filing should be submitted to a minimum five membered committee consisting of two faculty members (having developed sufficient IPR and translated to commercialisation), two of the institute's alumni/ industry experts (having experience in technology commercialisation) and one

legal advisor with experience in IPR, will examine the patent application. Institute can use alumni/ faculty of other institutes as members, if they cannot find sufficiently experienced alumni / faculty of their own.

- Institute IPR cell or incubation center will only be a coordinator and facilitator for providing services to faculty, staff and students. They will have no say on how the invention is carried out, how it is to be patented.
- Funding will be provided to students/faculty for Patent Application having the institute either as applicant / co-applicant of the application. (The patent application will not be funded if the application doesn't have Institute as applicant / co-applicant. The fund will be transferred only to the institute bank account and not to the individual account)

#### VI. Funding Assistance from MIC/AICTE on reimbursement mode

Sr. No.	Budget Head	Amount in ₹
1	Funding support for patent application filing fee	₹ 1,600/-
2	Request for Examination fee	₹ 4,000/-
3	Amount per Application	₹ 5,600 /-
	Total Amount (Maximum Application 10 per Institute)	₹ 56,000/-

- A maximum funding amount of ₹ 5600/- per application
- Maximum Application 10 per Institute
- Maximum funding per Institute is amount of ₹56,000/- (₹ 5,600/- per application)

#### VII. Disbursement of the Funds

- Maximum 50 % of the shortlisted application will be funded on reimbursement mode after submitting the receipt of the patent application filing fee and examination fee. (Example, if an institute submits 20 patent filed application to KAPILA, funding will be provided to Maximum of 10 patent application only) .
- 100% of the sanctioned amount will be released as a grant in aid to the head of the institute.
- The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ Government of India from time to time.

#### VIII. Terms and Conditions

##### a. Expert Committee:

- Competent and experienced experts committee should be involved in evaluation the patent application. (Refer Serial No. V - guidelines for the formation of the committee).
- HEI's need to ensure in-house participation in the submission of patent application faculties, students, and staff are expected.
- Institute may invite any number of experts per evaluation based on the number of applications submitted as per their convenience.
- Honorarium for experts must be borne by the institute from their own resources. But the quality of the activities should not be compromised.
- Minutes of Meeting of Expert Committee and evaluation report should be maintained at institute and submitted to MoE's Innovation Cell on need basis.



Format for the minutes of meeting is provided on the website. Kindly provide details of all the patents submitted for approval (whether selected or rejected for KAPILA by committee).

**IX. Report and Supporting Document Submission**

Institute need to submit the report and following supporting documents within the prescribed period of the submission of patent application.

- Original Statement of actual expenditure (reimbursement mode) in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor .

**X. Monitoring**

- AICTE/MIC may depute an Officer/Observer to oversee the process

**XI. Expected Outcomes**

- Awareness creation regarding the need of IP filing, mechanism and methodology involved in filing IP in India and globally, especially amongst students and faculty of higher education institutions.
- Establishing the much required IP filing ecosystem in large number of education institutions and creating a culture of systematically protecting new ideas, research, and innovation having national and global relevance.
- Program will set foundation for institute's participation in MoE's Innovation and Entrepreneurship initiatives such as IIC, ARIIA, Hackathons, NISP, National Innovation Contest, and YUKTI 2.0 and related programs at MIC and AICTE.
- Strengthening the connection of institutions located in Himalayan/North Eastern region/Aspirational Districts with national innovation and entrepreneurial ecosystem enablers.
- Active participation and involvement of students, faculties and staff
- Sensitization and vibrant IP filing ecosystem in HEIs
- Filing atleast 10,000 patent applications per year

**XII. For more information, contact us**

Email:kapila@aicte-india.org / Phone no: 011 2958 1332