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HARYANA GOVERNMENT INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 23rd July, 2024

No. 25/05/2020-4IB1.— In pursuance to the provision under Section 2 (Sub-Section 2.2 (d)) of the Haryana State Startup Policy 2022 notified vide No. Admn/459/ISIT/17601 dated 07th July 2022, the Governor of Haryana is pleased to notify the “*Assistance in Acceleration Programs Scheme*” for the Startups registered under the Haryana State Startup Policy 2022. The Scheme related to “*Assistance in Acceleration Programs*” will be as under:

1. Objective

The Government of Haryana has always followed a proactive approach to facilitate Startup entrepreneurs for ease of doing business in Haryana. In order to achieve the same, State has undertaken precise policy-level interventions to position Haryana as a pre-eminent investment destination and notified the Haryana State Startup Policy 2022 with a focus on the creation of a world-class ‘Startup Ecosystem’ in the State.

Through this scheme, the State government intends to provide support in the form of “Assistance in Acceleration Programs” to eligible Startups based in Haryana and facilitate the growth of Startups in the State of Haryana.

2. Quantum of Assistance (Assistance in Acceleration Programs)

- I. Support Startups up to INR 2.5 lakh per year to attend National Acceleration Programs.
- II. For any financial year, Startups can attend multiple Acceleration Programs subject to an overall ceiling of INR 2.5 lakhs for National Acceleration Programs.
- III. Under this scheme, the fees paid by the Startup Entity towards Acceleration Program would be reimbursed post-completion of the Acceleration Program and only to those Startups who have taken prior in-principle approval before attending such Acceleration Program as per the guidelines defined in Section 6 of this scheme document.

3. Definitions

- (i) **Acceleration Program:** Startup Acceleration Programs are cohort programs for Startup Entities that offer mentorship on specific domains, pitching opportunities, networking opportunities to potential investors, business partners, and or other stakeholders and may culminate in a public pitch event or demo day.
- (ii) **National Acceleration Program:** A National Acceleration Program is defined as an Acceleration Program which is conducted in India by an Accelerator.

- (iii) **Duration of Acceleration Program:** Acceleration Programs of duration of 3 months or more are eligible for reimbursement under this scheme.
- (iv) **Mode of Acceleration Program:** Accelerator Programs can be in hybrid mode (online and in Physical mode); however, at-least 50% of the program is conducted in physical mode to be eligible for reimbursement under this scheme.

4. Commencement

The Scheme shall commence with effect from the date of notification of the Haryana State Startup Policy 2022 i.e., 07.07.2022, and shall remain in operation for a period of 5 years i.e., till 06.07.2027 or till the time Government of Haryana decides to discontinue/ amend/ extend this scheme.

5. Eligibility Criteria

- (i) The Startup Entity should be a “Category – 1 Startup” registered with Startup Haryana, Industries & Commerce Department as defined in the Haryana State Startup Policy 2022 and as given in 5 (ii) below.
- (ii) Category 1 Startups are defined as Startups registered with Startup Haryana in accordance with the eligibility criteria as mentioned below:
 - a. The entity should be registered & recognized as Startup from DPIIT and
 - b. Location: Address of Registered Office of the Startup Entity should be in Haryana.
- (iii) The products or processes/ services of the Startup Entity should not fall in the restrictive list as notified by State Government under the Haryana Enterprises and Employment Policy 2020 and as amended from time to time.
- (iv) The Startup Entity should have Haryana Udhyan Memorandum (HUM) for statistical purposes.
- (v) The policy /scheme is sector-agnostic and applicable to all Startups irrespective of their domains(s).
- (vi) For any given Acceleration Program, Startups availing incentives under this scheme should not have availed similar incentives for the Acceleration Program under any other State / Central Government policy. Further, Startups availing incentives under this scheme for an Acceleration Program will also not be eligible to avail similar incentives for the Acceleration Program under any other State / Central Government policy.
- (vii) **Eligible Institutions:** The Acceleration Program should be conducted by competent institutions. The competent institutions in this case would be:
 - a. **Incubators:** Incubators that are registered with Startup Haryana, under the aegis of the Industries & Commerce Department as defined in the Haryana State Startup Policy 2022.
 - b. **Angel investors & Venture Capital (VC) Firms:** Angel investors & Venture Capital (VC) Firms registered with SEBI/ Banks.
 - c. **Academic Institutions:** Academic institutions fulfilling the below-listed criteria:
 - Any University approved by University Grants Commission (UGC)/ National Assessment and Accreditation Council (NAAC)
 - Government Approved/ affiliated/ recognized Higher or Technical Educational Institutions
 - R&D centers approved by the Ministry of Science and Technology, Government of India
 - Any other institutes as approved by the competent authority
 - d. **Private/ Institutional Accelerators:** Private/ Institutional Accelerators Firms that meet the following conditions:
 - I. Type of registration/ incorporation of Private/ Institutional Accelerators:
 - (a) Private Limited companies (including Section 8 and Section 25 companies) registered under the Companies Act 1956 or Companies Act 2013
 - (b) Limited Liability Partnership Firms incorporated under the LLP Act 2008 or later
 - (c) Societies registered under the Societies Registration Act 1860 / Haryana Registration and Regulation of Societies Act 2012
 - (d) Trusts registered under the Indian Trust Act of 1882
 - (e) Co-operative Societies governed by the respective state’s Co-operative Societies Act or by the Multi-State Co-operative Societies Act, 2002
 - (f) Statutory bodies i.e. entities created through Acts of Parliament.
 - (g) Any other as approved by the competent authority

- II. The Accelerator should have at least 3 years of experience in running acceleration programs.
- III. The Accelerator should have conducted at-least 5 acceleration programs as on the date of application.
- (viii) The assistance amount would be reimbursed only to entities who have taken **prior 'In-principle Approval'** to attend the acceleration programs at least 5 days before the commencement of the national acceleration program.
- (ix) Only Founders/co-founders/ Directors of the Startup (maximum of 2 members) are allowed to avail of reimbursement/assistance to attend acceleration programs under this scheme.
- (x) The amount would be reimbursed towards the program fee of the acceleration program only. No travel and accommodation expenses will be reimbursed.
- (xi) The assistance amount would be reimbursed only after completion of the acceleration program and submission of supporting documents by the Startup Entity.
- (xii) The total incentive, in one financial year, that the Startup Entity can claim will be INR 2.5 lakhs to attend national acceleration programs. Every year throughout the duration of the policy, Startups can apply for multiple acceleration programs, however, the incentive will be limited to Rs. 2.5 lakhs per financial year.
- (xiii) For every new Acceleration Program which Startups Entity intends to attend, a fresh application needs to be submitted for availing of the benefits under this scheme.
- (xiv) Only Acceleration programs of a duration of 3 months or more and are conducted more than 50% in physical (in case of hybrid) are eligible for reimbursement under this scheme.

6. Procedure for availing Incentive/Benefit

- (i) The Startup Entity shall apply online on the web portal of the Department of Industries & Commerce, Government of Haryana for In-principle Approval for assistance in the acceleration program (as per **Annexure - I**) at least 30 days before the commencement of the national acceleration program. Post receipt of in-principle approval for attending the Acceleration program, the Startup Entity can apply for reimbursement after successful completion of the acceleration program in the prescribed format (as per **Annexure-II**) along with the requisite supporting documents as prescribed under this scheme document.
- (ii) In both cases i.e., at the time of in-principle approval and after completion of the Acceleration program, the application received shall be examined and in case of any deficiencies, the same will be communicated to the Startup Entity/applicant in their user account, and the applicant shall rectify the same within the prescribed timelines as per Section 10 of this scheme document.
- (iii) In case the deficiencies are not removed by the Startup Entity/applicant or fail to submit requisite additional information/ documents within the prescribed timelines, the application shall be deemed rejected/closed. Startup Entity/ applicant would be intimated the status in their user account.
- (iv) The Startup Entity, if required and with approval of the competent authority, may be called for a presentation / clarification in relation to either the benefit eligibility or reimbursement claimed or any other component.
- (v) The application after examination will be put for final consideration & approval by the Competent Authority as defined in Section 8 below.
- (vi) Based on the decision taken on the application, an intimation will be sent to the Startup Entity/ applicant in their user account. The applicant would also be able to download the decision / sanction letter (if applicable) from the portal in reference to their application.
- (vii) The sanctioned amount will be credited into the Bank Account of the Startup Entity subject to the compliance of the terms of the approval / sanction letter, if any.

7. Time Limit to Apply

- i. The Startup Entity shall submit the application for In-principle approval for assistance in the acceleration program at least 30 days before the commencement of the national acceleration program.
- ii. Startup Entities that have taken prior in-principle approval and completed acceleration programs (National) are required to apply for financial assistance within 03 months from the date of completion of the acceleration program. Thereafter, the Startup Entity will no longer be eligible to receive assistance or reimbursement under this scheme except in scenario under Section-9.

Further, it is clarified that the application for in-principle approval should be submitted before the expiration of the policy i.e. 06.07.2027.

8. Competent Authority for Sanction

The Director / Director General, Department of Industries & Commerce, Government of Haryana, or as decided/ delegated by the Government of Haryana from time to time, shall be the competent authority for sanction of the fiscal benefit under the scheme.

9. Power to Condone the Delay in Submission of the Application

- (i) The Director/ Director General, Industries & Commerce Department, Haryana, or as decided/ delegated by the Government of Haryana from time to time, may condone the delay up to a period of 03 months after the prescribed time limit.
- (ii) The Administrative Secretary, Industries & Commerce Department, Haryana may condone the delay up to a period of 06 months after the prescribed time limit.

Provided that the competent authority is satisfied with the reasons for the late submission of the application based on the substantial evidence/ documents/ arguments presented by the Startup Entity/applicant.

10. Timelines for Processing & Decision of Applications

The following are the timelines for processing and decision of applications:

S. No.	Particulars	Time Limit (in working Days)
1	By the department for processing the in-principle approval on the applications complete in all aspects	15 Days
2	By the applicant for removal of deficiencies/ submission of additional information/ documents	5 Days
3.	By the department for processing the final approval post-completion on the acceleration program on the applications complete in all aspects	30 days

Note: If an applicant/entity is unable to remove deficiencies or fails to submit requisite additional information/ documents within 10 working days of the intimation from the Industries & Commerce Department, the application shall be deemed rejected/closed.

11. Interpretation/Clarification/Modification

The Administrative Secretary, Industries and Commerce, Haryana will be the final authority for clarifying/ resolution of any doubts relating to the interpretation of any term or any provision arising under this scheme. The decision in this matter shall be final and binding for all stakeholders in such cases.

12. Appeal

An applicant may file an appeal to the Administrative Secretary, Industries & Commerce Department, Haryana against an order passed by the Competent Authority within a period of 30 days from the date of communication of the order. The order(s) passed by the Administrative Secretary, Industries & Commerce Department in such appeal shall be final.

13. Penal Action

At any time, if it is found that the Startup Entity has claimed/ availed any form of assistance/ benefit (Fiscal/ Non-Fiscal) from the Government based on any false/ fabricated information or involved in any malpractices/ fraudulent activities; the registration of the Startup Entity will be summarily revoked and the Startup Entity shall refund the entire amount of the assistance granted/ availed along-with the compound rate of interest @ 12% per annum. In addition, the Startup Entity/ applicant will also be liable to face legal action and will be debarred to avail any incentives/ assistance under any other policy/ scheme of the State Government in the future.

14. Head of Expenditure

The expenditure shall be met under the Scheme Head i.e. "P-01-19-2852-07-202-87-51-N-V" of Industries & Commerce Department, Haryana.

ARUN KUMAR GUPTA,
Additional Chief Secretary to Government Haryana,
Industries and Commerce Department.

Annexure I – Application Form for In-Principle Approval for Assistance in Acceleration Programs

Section 1 – Details of Startup Entity			
1.	Name of the Startup Entity as registered with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled	
2.	Registration number with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled	
3.	Date of Registration with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled From(DD/MM/YYYY) Valid Till(DD/MM/YYYY)	
4.	Complete Address of the Registered office of the Startup Entity	Pre – Filled	
5.	Complete Address of Operational/ Working office of Startup Entity	Pre – Filled	
6.	PAN of Startup Entity	Pre – Filled	
7.	GST Number of Startup Entity (If registered under GST)		
8.	Haryana Udhyan Memorandum (HUM) Number & Date		
9.	Number of Employees (Including Founder and co-founders)	I. On Direct Payroll - II. On Contract - III. Total Employee -	
10.	Turnover of the entity for all the previous financial years since incorporation	Year 1: Year 2: Year 3: Year n:	
11.	Bank Account Details of the Startup Entity		
11.1.	Name of Bank	Pre – Filled	
11.2.	Account Holder Name	Pre – Filled	
11.3.	Account Number	Pre – Filled	
11.4.	Branch Address	Pre – Filled	
11.5.	IFSC Code	Pre – Filled	
12.	Authorized Applicant Details		
12.1.	Name of Applicant Authorized by the Startup Entity		
12.2.	Designation of Authorized Representative		
12.3.	Contact Details of the Authorized Representative	Mobile	1. 2.
		Landline (with STD Code), If any	
12.4.	PAN Number of Authorized Representative		
12.5.	E-mail ID (s) of Authorized Representative		

Section 2 – Details of the Acceleration Program (for Prior / In-principle Approval)		
1.	Name of National Acceleration Program	
2.	Details of the entity conducting the acceleration program	
2.1.	Name of Entity conducting the Acceleration Program	
2.2.	Type of Entity conducting the Acceleration Program	<ul style="list-style-type: none"> a) Incubators registered with startup Haryana b) Angel investors & Venture Capital (VC) Firms Angel investors registered as Alternate Investment Fund (AIF) with SEBI c) Academic institutions d) Private/ Institutional Accelerators
2.3.	Address & Contact Details of Entity conducting the Acceleration Program	
2.4.	If Angel investors & Venture Capital (VC) Firms, submit the followings:	<ul style="list-style-type: none"> 1. SEBI registration certificate of the entity conducting Acceleration Program OR 2. Web link to check the registration with SEBI/ Banks through the website where such details are available.
2.5.	If Institutional Accelerator Firms	
2.4.1	Type of Private/ Institutional Accelerator (Please select)	<ul style="list-style-type: none"> a) Private Limited companies (including Section 8 and Section 25 companies) registered under the Companies Act 1956 or Companies Act 2013/ b) Limited Liability Partnership Firms incorporated under the LLP Act 2008 or later/ c) Societies registered under the Societies Registration Act 1860 / Haryana Registration and Regulation of Societies Act 2012/ d) Trusts registered under the Indian Trust Act of 1882/ e) Co-operative Societies governed by the respective state's Co-operative Societies Act or by the Multi-State Co-operative Societies Act, 2002/ f) statutory bodies i.e. entities created through Acts of Parliament
2.4.2	Date of Incorporation/ Registration of the Private/ Institutional Accelerator Firms conducting Acceleration Program	DD/MM/YYYY
2.4.3	For Private/ Institutional Accelerator Firms, upload the documents	<ul style="list-style-type: none"> 1. Certificate of incorporation or reference(s) i.e. Website URL etc. which provides nature of entity 2. Supporting document highlighting experience of 5 Acceleration Programs 3. Supporting document highlighting 3 years of experience <p>OR</p> <p>If either of 1, 2 and 3 are not available then give a reference to the website(s) where such details are available.</p>

2.6.	If academic institution	
2.5.1	Type of Academic Institution	a) Any University approved by University Grants Commission (UGC)/ National Assessment and Accreditation Council (NAAC) b) Government approved/ affiliated/ recognized Higher or Technical Educational Institutions c) R&D centers approved by Ministry of Science and Technology, Government of India d) Any other (Please specify)
3. Details of the Acceleration Program		
3.1.	Brief about the Acceleration program to be attended by the Startup Entity	
3.2.	Web Link / Application link for the Acceleration Program to be attended by the Startup Entity, if any	
3.3.	Curriculum of the Acceleration Program	Curriculum and Acceleration Program details (to be Upload) or link to be provided
3.4.	Duration of Acceleration Program	From To
3.5.	Mode of the Acceleration program	Physical (In Person)/ Virtual/ Hybrid
		Physical (mention days)
		Virtual (mention days)
4. Location		
4.1.	Acceleration Program Location	State and City
4.2.	Address where the Acceleration Program is being organized	
5. Details of the founder/ co-founder/ Directors attending Acceleration Program of Startup Entity		
5.1.	Number of people attending the Acceleration Program	
5.2.	Name of the founder(s)/ co-founder(s) / Director(s) attending Acceleration program (limited to two members)	
5.3.	Designation of the person(s) attending the program	
6. Fee Details		
6.1.	Participation Fee of the Acceleration Program (excluding taxes) (INR)	
6.2.	Amount of incentive requested for reimbursement to attend Acceleration Program (Max 2.5 Lakhs) (INR)	

7.	Supporting Documents	<ul style="list-style-type: none">i) Letter of Authorization (As per Annexure-III)ii) PAN Card & Passport size Colored Photograph of the Authorized Representativeiii) Undertaking (As per Annexure- IV)iv) Copy of Haryana Udhyam Memorandum (HUM)v) Cancelled cheque of the bank account of Startup Entity.vi) Copy of latest audited Financial Statement of the startup Entityvii) Curriculum of the Acceleration Program
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Annexure II – Application Form for claiming Assistance in Acceleration Programs after completion of event

Section 1 – Details of the Incentive claimed towards attending Acceleration Program			
1.	Details of the entity conducting the Acceleration Program	Name of the Entity	Pre – Filled
		Nature of the Entity	Pre – Filled
		Address & Contact Details	Pre – Filled
2.	Duration of the Acceleration Program	Pre – Filled	
3.	Start date, if different		
4.	End date, if different		
5.	Assistance approved (as per In-Principle Approval) by Startup Haryana for the Acceleration Program (INR)	Pre – Filled	
6.	Amount of incentive requested for reimbursement to attend Acceleration Program (INR)		
7.	Supporting Documents	<ol style="list-style-type: none"> 1. Application Fee receipt 2. Proof of the bank statement of the Startup showing payment of Program Fee 3. Acceleration Program Completion Certificate 	

Annexure III - Letter of Authorization

Letter of Authorization for Representative

To,
The Director / Director General
Industries & Commerce Department

<Name> ----- <Designation>----- is hereby **authorized to sign & stamp requisite documents on behalf** of our Startup Entity (**Name of an entity as given on Certificate of Incorporation / Registration**) for applying for "*Assistance in Acceleration Programs*" under the Haryana State Startup Policy 2022. He is also authorized to attend meetings and provide additional documents in case any clarifications are required by the concerned authority.

Thanking you,

<p>Signature and seal of the Director(s)/Partner(s)</p> <p><Name></p> <p><Designation></p> <p><Mobile></p> <p><Seal></p>	<p>Signature of the person authorized by the Startup Entity (Name of the entity)</p> <p><Authorized Representative Name></p> <p><Designation></p> <p><Mobile></p> <p><Seal></p>
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Annexure IV - Undertaking**UNDERTAKING****TO WHOMSOEVER IT MAY CONCERN**

(Undertaking/Declaration - To be submitted on Non-Judicial Stamp Paper of Rs. 100/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp, and with Notary Seal & Notary Registration Number or First-Class Magistrate)).

1. I / We, < Director / Designated Partner / Partner >, do hereby solemnly declare, that the information given herein regarding our Startup Entity <**Name of the entity as given on Certificate of Incorporation / Registration**> & as stated in the application form is correct and true to the best of our knowledge and belief, and nothing relevant information has been suppressed.
2. I / We do hereby affirm that furnishing of any false or incorrect particulars of any information or suppression of any material information shall attract punishment for fraud and that we will be held liable for it. We understand that if found guilty of furnishing false information or any other fraudulent activity, we will be barred from applying /availing any benefits/incentives under the Haryana State Startup Policy 2022 for this entity and any other entity that I/we are part of and will further be liable for the penal action as defined under the “Assistance in Acceleration Programs”.
3. The Startup Entity will be liable to refund excess subsidy/assistance/reimbursement, if any, released due to omission or pointed out by the concerned division at any time or the Audit team of the Principal Accountant General, Haryana.
4. I/ We, do hereby confirm and declare that any Director(s)/ Designated Partner(s)/ Partner(s) of our Startup Entity:
 - i) Is/Are not blacklisted/ de-registered/ debarred by any Central/ State Department/ Agency at the time of submission of the application; and
 - ii) Have not availed similar incentive under any other State / Central Government policy. Further, we agree that if we avail incentive under this scheme then we shall not claim similar incentive in any other State / Central Government policy.
5. I / We hereby certify that all Director(s)/ Designated Partner(s)/ Partner(s)/ Authorised Representative in our Startup Entity have given written consent to provide their DIN/DPIN/PARTNER ID/Aadhaar number and also for use of their Aadhaar Number, Biometric, and/or One Time Pin (OTP) data for Aadhaar based authentication to verify individual identity and to determine eligibility across different Government Schemes. I/We understand that Startup Haryana Cell, Industries & Commerce Department shall ensure the security and confidentiality of my/our personal identity data provided for the purpose stated above.

Dated:

Signature and seal

of the Director(s)/Designated Partner(s)/Partner(s)

<Name and Designation>