Student Early Entrepreneurship Development Scheme (SEEDS)

- Support creative and innovative ideas of CityU students
- One important component of the University’s entrepreneurial ecosystem
- Administered by Knowledge Transfer Office (KTO)
WHO NEEDS SEEDS
STUDENT WHO NEEDS FIRST FUNDING FOR IDEA TO COME TRUE
MAXIMUM HK$200,000
EARLY STAGE SEED MONEY
REIMBURSABLE CLAIMS
DURATION
12- TO 18-MONTH
TEAM
FORMED BY CITYU STUDENTS
PERSON-IN-CHARGE – A UGC FUNDED PROGRAMME STUDENT
MONITORING QUARTERLY PROGRESS REPORTS
ELIGIBLE EXPENSES

R&D COST
PROTOTYPING DEVELOPMENT
IP PROTECTION
LEGAL FEES
MARKETING AND ACCOUNTING SERVICES
NOT TO BE FUNDED

STAFF COSTS AND SALARIES

OFFICE RENTAL

FURNITURE

FINANCIAL INVESTMENT OF ANY KIND

ENTERTAINMENT EXPENSES
Please note the following schedule:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>2 December 2018</td>
<td>Application deadline</td>
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| January/February 2019 | • Assessment Panel meeting and decision  
|                    | • Submission of revised proposals by shortlisted teams               |
| February 2019      | • Announcement                                                       |
| March 2019 - August 2020 | • Funding period                                                   |
WHAT YOU HAVE TO PREPARE?
City University of Hong Kong
Student Early Entrepreneurship Development Scheme (SEEDS)
Application Form

Notes to Applicant
1. Please read carefully the Application Guidelines in the Knowledge Transfer Office website before submitting your application.
2. Each applicant should submit the documents below in pdf format to cityu.seeds@cityu.edu.hk by 28 December 2017.
   a. application form;
   b. preliminary innovation/business executive summary (no more than 2 pages);
   c. CVs of all team members (in one pdf file); and
   d. a copy of student ID cards (in one pdf file)
3. Email notification will be sent to the person-in-charge acknowledging the receipt of the application.

Section A: Applicant Details
Person-in-charge must be a current student under a UGC-funded programme.
Name (in English): [Name]
Student number: [Student Number]
Team members:
1. [Name]
2. [Name]
3. [Name]
4. [Name]
5. [Name]
6. [Name]

Advisor(s) name email In what way is the advisor associated with CityU? (CityU staff / CityU alumni)
1. [Name]
2. [Name]
3. [Name]

Section B: Project Details
Requested Amount of Funding (HK$: [Amount])
A one-page brief description of the project in not more than 200 words:

Expenditure items with justifications

Section C: SEEDS funding being applied for
Please provide details of the estimated expenditure items in the following table:

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Unit Cost (HK$)</th>
<th>Total (HK$)</th>
<th>Justifications</th>
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<tbody>
<tr>
<td>Item 1</td>
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<td>Item 3</td>
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Total

Section E: Declaration
I hereby declare and acknowledge on behalf of the team, that:

1. We have observed and agreed on the application guidelines governing the application of the Student Early Entrepreneurship Development Scheme (SEEDS);
2. The information provided in the application form and the executive summary attached is complete and accurate to the best of my/our knowledge;
3. We have observed the University Policy on Intellectual Property (IP) and agreed that any IP arising from the SEEDS project belongs to CityU.
4. To the best of my/our knowledge, the proposed technology/ideas are without any infringement of the intellectual property rights of other individuals or organizations;
5. I/We have been advised by a mentor under the Knowledge Transfer Office's Entrepreneurship Mentoring Scheme;
6. Information provided in this application will be disclosed to/and/or assessors. Non-Disclosure Agreement as per CityU or the relevant staff or assessors in any agreements.

I/We hereby acknowledge that CityU may make use of any case for promotional purposes should my/our application be approved.

Signature by Person-in-charge (for and on behalf of the team)

Date

End of document

2-page Executive Summary
CVs & copy of student ID cards

DEADLINE 2 Dec 2018
Funding Arrangement
Assessment Criteria
University Policy on Intellectual Property
ENQUIRY

MISS DOROTHY HUI
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