**Annex D(ii)**

**Technology Start-up Support Scheme for Universities (TSSSU)**

**Assessment of Technology Start-up
for the 20**\_\_**-**\_\_ **Government Financial Year**

**NOTES**

1. Please use a separate form for each start-up.
2. Sections A to C should be completed by the funded start-up. Section D should be completed by the respective university unit responsible for TSSSU.
3. The information provided in this form may be disclosed to other Government departments or third parties. This submission denotes that the start-up concerned and the university unit responsible for TSSSU have given explicit consent to such disclosure.

**SECTION A: Particulars of the Start-up**

*(To be completed by the funded start-up)*

|  |  |
| --- | --- |
| Name of Start-up (in English) |  |
| Name of Start-up (in Chinese) |  |
| The Associated University |  |
| TSSSU Reference Number |  |
| Name of Person-in-charge |  |
| Webpage (if any) |  |
|  |  |

**SECTION B: Brief Description of Business**

*(To be completed by the funded start-up)*

Please provide a summary of the start-up, its business and R&D work.

*(Please add separate sheet(s) if necessary)*

*(in Chinese) (Not more than 100 words)*

*(in English) (Not more than 60 words)*

**SECTION C: Performance of the Start-up**

*(To be completed by the person-in-charge of the funded start-up)*

Please describe the performance of the start-up made in the 20\_\_-\_\_ Government financial year.

1. **Technological Achievements/Deliverables of the Start-up**
2. Are there any products/software/services developed from the R&D which has been rolled out in the market?

🞎 Yes 🞎 No (if no, please go to (1b) direct)

If yes, please provide the following details for each deliverable that has been rolled out to the market:

|  |  |  |
| --- | --- | --- |
| *Details of the deliverable(s) (e.g. name(s) and nature of the products/software/services, status of patents/copyrights/trademarks, target clientele/market(s), expansion of business outside Hong Kong)* | *Involves IP(s) from university?* | *Involves IP(s) generated by the start-up?* |
| *(in English)* | *(in Chinese)* |
| *1.*  |  | 🞎 | 🞎 |
| *2.*  |  | 🞎 | 🞎 |
| *3.* |  | 🞎 | 🞎 |

1. How many intellectual property rights have been generated from the start-up?

|  |  |  |
| --- | --- | --- |
|  |  | *Number* |
| *Patents filed* |  |  |
| *Patents granted* |  |  |
| *Copyrights (no matter registered or not)* |  |  |
| *Trademarks/designs registered* |  |  |
| *Others [please specify:* *(in Chinese)* *(in English)   ]*  |  |  |

1. Is there any science and technology/industry award granted for the results of the R&D and the commercialisation results?

🞎 Yes 🞎 No (if no, please go to (1d) direct)

If yes, please provide details (including the address of any webpage of the award by means of footnote).

|  |
| --- |
| Local/Mainland awards*(in Chinese) (Not more than 50 words)**(in English) (Not more than 30 words)*International awards*(in Chinese) (Not more than 50 words)**(in English) (Not more than 30 words)* |

1. Please provide details/experience of successful commercialisation of R&D results (e.g. how did the commercialisation results bring benefits to the community/collaborating parties after the technologies/deliverables developed by the start-up were adopted).

|  |
| --- |
| *(in Chinese)**(in English)* |

1. **Financial Achievements/Deliverables of the Start-up**
2. How much revenue has been received in the 20\_\_-\_\_ Government financial year through the commercialisation of the R&D results?

|  |  |
| --- | --- |
|  |  *(HK$)* |
| *Licensing/sale of technology* |  |
| *Royalties* |  |
| *Sales of sample/prototype* |  |
| *Use of technology in production of goods for sales/provision of services* |  |
| *Other technology transfer activities [Please specify:* *(in Chinese)* *(in English) ]* |  |
| *Total* |  |

(b) Has the start-up been admitted to any incubation/acceleration programme (e.g. Hong Kong Science and Technology Parks Corporation, Cyberport, etc.)?

🞎 Yes 🞎 No (if no, please go to 2(c) direct)

If yes, please provide the following details:

|  |  |  |
| --- | --- | --- |
| *Name of incubator/ accelerator and the incubation/ acceleration programme* | *Period of the incubation/ acceleration programme (dd/mm/yyyy- dd/mm/yyyy)* | *Additional grant approved by the incubator/ accelerator (HK$)* |
|  |  |  |
|  |  |  |
|  |  |  |
|  | *Total* |  |

(c) How much capital or money has been raised in the 20\_\_-\_\_ Government financial year (other than TSSSU funding)?

|  |  |
| --- | --- |
| *Source of capital/money* | *(HK$)* |
| 1. *Government*

*(in Chinese)**(in English)* |  |
| 1. *The Associated University*

*(in Chinese)**(in English)* |  |
| 1. *Private Investor(s)*

*(in Chinese)**(in English)* |  |
| 1. *Others (please specify)*

*(in Chinese)**(in English)* |  |
| *Total* |  |

1. **Creation of Jobs/Training Opportunities**

How many jobs/training opportunities have been created in the start-up (other than the members of the university team forming the start-up)?

|  |  |
| --- | --- |
| *Technical* |  |
| *Non-technical* |  |

1. **Material Modification to the Approved Business Proposal/Budget**

How many counts of material modification to the approved business proposal/budget have been sought and approved by the associated university?

|  |  |
| --- | --- |
| *Reasons* | *No. of Change(s)* |
| *Due to the introduction of new expenditure item(s)* |  |
| *Due to change(s) to the approved budget* |  |
| *Due to other change(s)* |  |
| *Total* |  |

*\* \* \* \* \* \* \* \**

I/We hereby declare that:

1. the information in Sections A to C above is provided by (name of the start-up) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and
2. all information provided in this form accurately reflects the status of affairs as at the date of submission.

|  |  |  |
| --- | --- | --- |
| Authorised Signature with Company Chop | : |  |
| Name of Person-in-charge | : |  |
| Name of Company | : |  |
| Contact Phone No. | : |  |
| Date (dd/mm/yy) | : |  |

**SECTION D: Performance Assessment of the Start-up**

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*(To be completed by the university unit responsible for TSSSU)*

1. Latest status of the Start-up (as at 31 March 20\_\_)

*(Please tick the appropriate box)*

|  |
| --- |
|  In Operation Ceased Operation on *(please specify date (dd/mm/yyyy))*: \_\_\_\_\_\_\_\_\_\_\_\_\_ Others *(please specify)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. Please comment on whether the milestones proposed by the start-up in the application for the TSSSU funding support have been achieved within the specified period.

| Period | Milestones | Achieved?(if not, please provide comments) |
| --- | --- | --- |
| From(dd/mm/yyyy) | To(dd/mm/yyyy) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Please provide a performance assessment of the start-up, to the best of the unit’s knowledge, for the 20\_\_-\_\_ Government financial year.

| ***Extremelysatisfied/ Likely*** | **A** | **B** | **C** | **D** | **E** | **N/A** | ***Extremely disappointed / Unlikely*** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **I. Innovation and Technology Content and Commercialisation** |
| Q1 How well do you think the R&D and commercialisation results have achieved in the following areas? |  |  |  |  |  |  |  |  |
| * *Technology breakthrough*
 |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |
| * *Improve production capability/ product quality*
 |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |
| * *Reduce production/product cost*
 |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |
| * *Others (please specify:*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)* |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |
|  |  |  |  |  |  |  |  |  |
| **II. Commercial Viability of the Business** |
| Q2 How likely do you think the start-up would be a sustainable business in the future? |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |
|  |  |  |  |  |  |  |  |  |
| **III. Capability of the Start-up and its Team to Undertake the R&D Work and Manage the Company** |
| Q3 How well did the start-up carry out the R&D work and commercialise the results as proposed in the business proposal agreed by the associated university and ITC?  |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |  |
| Q4 How effective do you think the start-up was in making use of TSSSU funding and managing the budget? |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |  |

| ***Extremelysatisfied/ Likely*** | **A** | **B** | **C** | **D** | **E** | **N/A** | ***Extremely disappointed / Unlikely*** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Q5 How well did the start-up comply with funding requirements stipulated by ITC and the associated university (e.g. submission of requests for material modifications to the approved business proposal/budget, half-yearly report, annual report and reimbursement request in good time and in good quality, keep the university informed the progress of the R&D or modifications to the business proposal, etc.)? |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |  |
| **IV. Social and/or Community Impact of the Start-up’s R&D Work** |
| Q6 How likely will the R&D and its commercialisation results bring benefits to the community? |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |
| Q7 How well did the start-up provide opportunities for training of local scientific personnel? |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |
| **V. Overall Performance** |
| Q8 How satisfied are you with the overall performance of the start-up? |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |  |
| Q9 How satisfied are you with the overall performance of the person-in-charge of the start-up? |  | **🔾** | **🔾** | **🔾** | **🔾** | **🔾** |  |  |

1. Please list any other observations on the start-up for the 20\_\_-\_\_ Government financial year, and any appropriate follow up actions taken. *(Compulsory if the rating(s) for Q8 and/or Q9 in Section D(3) above is/are D or E)*

|  |
| --- |
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*\* \* \* \* \* \* \* \**

*I/We* confirm, to the best of my knowledge, that the information provided in Section D of this form is true and correct.

|  |  |  |
| --- | --- | --- |
| Signature(s) | : |  |
|  |  | *(to be signed by the Head of the university unit**responsible for TSSSU)* |
| Name(s) | : |  |
| Post Title (s) | : |  |
| Tel. No. | : |  |
| E-mail  | : |  |
| Date  | : |  |