

# LIRA UNIVERSITY

## START-UP APPLICATION GUIDELINES

This document defines the startup guidelines that can help you in your application to pitch your Startup. It elaborates the terms and conditions relating to the startup competition. Please take note:

1. Please complete the Startup application form in its entirety with accurate and relevant information.
2. Startups should address innovations in categories such as health and wellbeing, food safety and security, Research in education, climate change and environment sustainability, governance and service delivery.
3. Startup application forms can be found at Lira university library website under “forms”. Please download and complete it accordingly.
4. You can also choose to complete your application and submit it online through Lira university library website. If you complete your application online, endeavor to save your details at every stage before you proceed to the next section.
5. When your application is complete, please do not forget to SUBMIT
6. You can submit your application either online or physically at the innovation hub
7. There are no application fees required for the startup
8. Upon receiving your application, we shall send you a notification confirming receipt of your application. If you don't receive a notification within two days after submission of your application, please contact us for follow up.
9. Applicants must complete the Application form in English. Any part of the application that is not in English shall not be taken into account.
10. Your application will then be processed and forwarded to the technical team in your venture field for further processing

There are about four phases in processing your applications

- I. Phase one: Preliminary review aimed at ensuring applications are complete and in line with guidelines from where they will be forwarded to the next level
- II. Phase two: Applications are then reviewed for originality, authenticity, and relevance and thereby forwarded to the third phase
- III. Phase three: A team of technical staff will then review applications from stage two to ascertain originality and relevance of innovation before applicants are invited to defend their ideas in a semifinal.

Although the number may vary depending on the nature of project. At least 5 startups from each category will be selected to present to the semifinal Jury where two or three startups from each category will be selected for the grand finale

- IV. Phase four: Grand final where applicants will compete to receive support in form of funding or otherwise
11. Startups submitted after the slated deadline will not be processed. Deadlines will vary from time to time.
  12. Please note that we shall not review incomplete applications

### **The jury**

There shall be separate juries for the different categories, the different Semi-finals and the Grand Finale.

Every jury shall be composed of experts from the university faculty, private and/or public sector with relevant experience.

## **Applicants' obligations**

1. All startup applicants should uphold highest standards of integrity and professionalism in their behaviour, dealings and operations
2. Applicant should follow the code of conduct and policies of Lira University and exhibit integrity and professionalism, a breach of which will contribute to discontinuation of support in whatever form.
3. Successful startup applicants should acknowledge the support provided by Lira University and AHEAD on their marketing and communication channels as well as during interactions with investors and other stakeholders
4. Startups once approved for support shall not quit mid-way during the program except under special circumstances where a select committee will consider the circumstances
5. On submitting an application, the applicant(s) represent(s) and warrant(s) that the content of the application is an original work of authorship, and does not violate any third party's proprietary or intellectual property rights. If an entry of any applicant infringes upon the intellectual property right of another, it will be disqualified at the sole discretion of the committee.
6. If the content of the application is claimed to constitute infringement of any proprietary or intellectual proprietary rights of any third party, the applicant shall bear solely expenses, defend or settle against such claims. The applicant shall indemnify, defend, and hold harmless the organizer (Lira university and AHEAD) from and against any suit, proceedings, claims, liabilities, loss, damage, costs or expenses, which the organizer may incur, suffer, or be required to pay arising out of such infringement or suspected infringement of any third party's right.
7. The innovators will own the IPR associated with their innovations.

8. Startup acquisition. Where a startup incubated at Lira university innovation hub is to be acquired by an investor or potential buyer, both Lira university and AHEAD have to be notified in writing with due detail provided prior to the acquisition.

By participating in our startups, the applicant agrees to be fully and unconditionally bound by these rules, and guidelines

**For guidance, please contact us at:**

Email: [innovationhub.lirauni.ac.ug](mailto:innovationhub.lirauni.ac.ug)

Mobile: +256781308440

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We have positioned ourselves with a clear purpose. We shall be able to provide you with a timely and accurate response.