**PROJECT START-UP YOUTH**

**with contributions**



**ADMISSION RULES AND OPERATION**

**Art. 1 - Objectives**

**t²i - technology transfer and innovation sc a rl realizes the project "START-UP YOUTH" (the hereinafter referred to Start Up), an initiative sponsored by the Foundation of the Savings Bank of Padua and Rovigo in collaboration with the Chamber of Commerce Rovigo Venice Lagoon.**

**In particular, one of the initiatives to be developed includes the possibility of making available of "young entrepreneurs" of physical space to use furnished office and a common set of services for the development of new businesses, with particular attention to technological innovation.**

**The equipped offices are assigned to all who are interested to avail of a home and a number of functional services to the constitution and the start of their own business venture; some services are included as part of "Start Up" and then will be offered to users free of charge, other services will instead be offered at a discounted rate.**

**This Regulation provides a brief description of the structure and the services offered. However relations between t²i and users will be regulated by a special agreement.**

**Art. 2 - Beneficiaries**

**They can apply for a Start Up admission is individuals that enterprises being established or already consist of no more than one year on the date of application.**

**Art. 3 - How to submit an application form**

**The application must be submitted exclusively using the downloadable form from the website (http://www.t2i.it/supporto-sviluppo-idee-impresa/incubatore-dimpresa/) In the section dedicated to the "Support and development of business ideas / business incubator".**

**All documentation (application admission, curriculum vitae of the project participants and business-business plan) should be forwarded by the interested parties, possibly via e-mail in pdf format complete the required signatures, or handed in at the secretariat.**

**The application may be submitted at any time after the publication of this Regulation.**

**Art. 4 - Evaluation of applications**

**The applications consist of three basic documents:**

1. **Admission request;**
2. **business project - business plan;**
3. **Curricula participants.**

**t²i will evaluate the applications submitted by expressing one of the following evaluations.**



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **criteria evaluation** | **Rating** | **Outcome** |  |
|  | **1. In order of** | **1. ALLOWED** | **clear and complete Question** |  |
|  |  | **The entities can become all users effects of Start Up** |  |
|  | **presentation** |  |  |
|  |  |  |  |
|  |  |  |  |  |
|  | **2. Feasibility idea** | **2. SUSPENDED** | **Interesting question, but not sufficiently clear and complete** |  |
|  |  | **or with business prospects uncertain.** |  |
|  |  |  |  |
|  | **3. Capacity embodiment** |  | **The entities are invited to resubmit the integrated application** |  |
|  |  | **and thorough.** |  |
|  | **of / the proposer / s** |  |  |
|  | **3. REFUSED** | **Question with serious flaws.** |  |
|  |  |  |
|  | **4. Age** |  | **The entities are encouraged to apply again not before** |  |
|  |  | **3 months** |  |
|  |  |  |  |

**Art. 5 - Time and Conditions stay**

**For users to remain in the incubator will be through a yearly, renewable contracts.**

**Users can avail the services even before formally constitute the enterprise and in any event within three months of arriving, users must form the company / undertaking. If the company is not formed, at the end of the period, it will end their stay at Start Up.**



**Art. 6 - Services**

**Start Up will provide you with certain services, aimed at the creation and startup of the newly established enterprises.**

**offices are equipped with a variable size between 19 m and 34 m.**

**Some services are provided, included in the rent, other extra-fees at special rates.**

**Reports will be governed by special agreements.**

**The services included in the rent include:**

**use of a space, assigned in accordance with the user, of different sizes, already furnished and arranged with electrical connections and telematic connections**

**# 1 printer / color scanner**

**n. 1 personal computer connected to the network printer b / n. 1 high-speed Internet line**

**secretarial service, switchboard and reception**

**cleaning of premises, heating, cooling and electricity Telephone / inbound fax service**

**use of common areas**

**use of meeting rooms by reservation mail sorting incoming**

**web space into a section of the site t²i No max. 3 pages of neo enterprise incubated**

**During start up business**

**before setting the three-year business plan**

**supervision of the implementation of the business plan through personalized advice from a business mentor**

**consulting voucher of industry analysis and market research**

**funding opportunities (door micro-credit, support the access of facilities for**

**youth and female entrepreneurship, etc.)**

**The extra fee at a discounted rate services include:**

**costs of consumables related to printer and photocopier in the common areas postage**

**edit and print documents telephone / fax output**

**use conference room for seminars / trainings and workshops**

**administrative and accounting, bookkeeping, preparation of financial statements**

**consulting for the preparation of applications for obtaining of loans and grants patents and trademarks**

**complete draft of the business plan for further funding / grants building websites**

**services of testing and certification**

**Anything not specified in this Regulation for a fee.**

**Art. 7 - Consideration**

**The size of the offices varies from 19 square meters to 34 square meters (some offices provide more workstations).**

**The consideration must be agreed from time to time depending on the office floor area chosen.**

**Any costs of accommodation spaces and maintenance are borne by STARTUP-INCUBATOR provided previously agreed and authorized.**

**Art. 8 - Validity of this Regulation**

**This Regulation has no expiry date and can be changed at any time by t²i which will publish it on its website in the section START UP**

**This Regulation is published in Rovigo on 01/01/2017**

