

**All India Council for Technical Education**

**(A Statutory body under Ministry of Education, Govt. of India)**

**Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: [www.aicte-india.org](http://www.aicte-india.org)**

**MoE's Innovation Cell**

**Mentor-Mentee Program for IIC Institutions - Sanction Letter**

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**To,**

**The Drawing and Disbursing Officer,  
All India Council for Technical Education,  
Nelson Mandela Marg, Vasant Kunj,  
New Delhi - 110070**

**Sub: Sanction of Rs. 2,25,000/-(Rupees Two Lakh Twenty-Five Thousand only) being the Grant-in-Aid under Mentor-Mentee Program for IIC institutions 2023-24, MIC payable during the current financial year 2023- 24 for the current year during IIC Calendar year 2023-24- reg.**

**Sir,**

**With reference to the proposal submitted by the Anil Neerukonda Institute Of Technology & Sciences, that the sanction of the Council for payment of Rs. 2,25,000/-(Rupees Two Lakh Twenty Five Thousand only) Grant-in-Aid under the Mentor- Mentee Program for IIC institutions 2023-24, MIC as per details given below**

1	<b>Name and address of the Beneficiary Institution:</b>	<b>Anil Neerukonda Institute Of Technology &amp; Science Temples Bheemunipatnam, Sanghivalasa, Visakhapatnam Pradesh 531162</b>
2	<b>Permanent/IIC ID of Institute:</b>	<b>AISHE Code-C-24171</b>
3	<b>Scheme under which grant is to be released:</b>	<b>Mentor-Mentee Program, 2023-24</b>
4	<b>Duration of the scheme:</b>	<b>Academic Year 2023-24</b>
5	<b>Name of the Program Coordinator:</b>	<b>Principal-Prof. K. Sri Rama Krishna</b>
6	<b>Total Amount Sanctioned:</b>	<b>Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand)</b>
7	<b>Amount to be released during the year 2023-24:</b>	<b>Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand)</b>
8	<b>Sanctioned grant-in-aid is debit to:</b>	<b>INNOVATION CELL ACCOUNT</b>
9	<b>The authorized Officer in whose favour Cheque / Demand Draft / RTGS is to be made (Account Holder's Name)</b>	<b>ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY &amp; SCIENCES</b>

**The amount of the Grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education, New Delhi, on the Grant-in-Aid bill and shall be disbursed to and credited to the account of Director/Principal/ Registrar, Anil Neerukonda Institute of Technology & Science, through RTGS/PFMS.**

**This Grant-in-Aid is being released in conformity with the terms & conditions as well as norms of the scheme communicated, and also being communicated in this letter.**

**Released and for the academic year 2023-24.**

**The instructions/guidelines to be followed by University/Institution**

## **I. The instructions/guidelines to be followed by University/Institution**

The Principal/ Director/Head of the institute are hereby requested to verify the correctness of the under-mentioned account/ RTGS details submitted by them, in which the grant is being released:

<b>Institute PAN No.</b>	<b>Bank Name</b>	<b>Bank Branch Name</b>	<b>Bank Branch Address</b>	<b>Account Holder Name</b>	<b>Account Type</b>	<b>Account Number</b>
AAATA6417D	INDUSIND BANK	RAMNAGAR BRANCH, VISAKHAPATNAM	AS Raja Complex, Waltair Main Rd, Ram Nagar, Visakhapatnam, Andhra Pradesh 530002	ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES	Current	20100406562

In case of any omission the same should be reported to AICTE immediately

The sanction is issued in exercise of the powers delegated to the council and other terms & conditions laid down in the guidelines of the scheme. 100% of the sanctioned amount will be released as grant in aid to the account of the institute (Mentor IIC Institute).

## **II. Maintenance of accounts of expenditures**

The Institute shall strictly follow the provisions laid down in the scheme document issued by this office. All accounts related to the scheme must contain this number along with year of sanction of the scheme; failing which corrections will not be entertained.

The mentor IIC institute shall maintain proper accounts of the expenditure out of the grants, which shall be used for the scheme.

Institute needs to maintain the record of all original bills/honorarium receipts/transaction proof/voucher and receipts. AICTE/MIC or its nominee shall have the right to check/verify the account to satisfy that the fund has been used for the purpose for which it was sanctioned.

The Principal / Director / Registrar shall intimate about the receipt of the grant to AICTE/MIC.

### III. Instructions for implementation of Project Funds

Sr.No	Activity	No of activities	Budget in Rupees	Expe
1	<b>Conduct an orientation cum mentoring sessions for all the key functionaries of IIC members at mentee institutions. It may be conducted online mode.</b>	<b>At least 2 nos/Year { @Rs.3000 /mentor expert, 2 mentor experts per session }</b>	<b>12,000/-</b>	<b>h</b>
2	<b>Mentor Institute Representative to take part in the quarterly progress meetings of mentee IIC institutions and provide guidance on planning, action plan preparation and improvisation of I&amp;E activities to be conducted in the mentee institutions. Sessions may be conducted in online mode.</b>	<b>Minimum 15 nos. @Rs.1000/ meeting. (at least 3 meetings /mentee institute for 5 mentee institutions). A senior and competent IIC member of the mentor to take part in quarterly planning and review meetings conducted during the IIC calendar year in mentee institutions</b>	<b>15,000/-</b>	<b>h</b>

3	<p><b>Mentor Institute to handhold all mentee institution in conducting at least two activities listed in the IIC calendar activity plan and support in identifying competent external experts and arranging sessions and honorarium to external experts. Sessions may be conducted in online mode.</b></p>	<p><b>At least 2 nos {@Rs.3000 /external expert, 2 external experts per session}</b></p>	<p><b>12,000/-</b></p>	<p><b>fee/</b></p>
4	<p><b>Mentor institute to organize a 2-day exposure visit cum training program focusing on long Innovation, IP, Entrepreneurship, pre-incubation and Incubation facility creation, IPR filing &amp; management and start-up services and policy mechanisms (NISP, ARIIA and others) support for student and faculty etc. for mentee institute representatives. This is ideally a physical mode activity.</b></p>	<p><b>1 Number (Refer Table-2 for budget breakup)</b></p>	<p><b>1,25,000/-</b></p>	<p><b>Expert' fo acco tr commu cost fo</b></p>

5	<p><b>Mentor institute to conduct progress monitoring cum feedback &amp; Impact evaluation study visit to each mentee institute especially towards the end of IIC calendar year or in the 4th Quarter. Ideally this should be a physical visit.</b></p>	<p><b>Total 5 nos of visits. (One-day visit by an expert/IIC member from the Mentor institute to the mentee institute. It covers local travel adtrain or Air Travel cost with upper cap of Rs.10000 per visit includes local travel cost). Stay arrangement to be made by the respective mentee institute</b></p>		
6	<p><b>Miscellaneous/contingency fund</b></p>		<p><b>11000/-</b></p>	
	<p><b>Total</b></p>		<p><b>2,25,000/-</b></p>	

**Budge Breakup for Activity 4**

<b>S.No</b>	<b>Particulars</b>	<b>Maximum Amount/Person/Day In Rupees</b>	<b>Ma Amount/ R</b>
<b>1</b>	<b>Accommodation for Participants (up to 10 members @2 membersper mentee institute for 2 days)</b>	<b>Rs. 1500/-per person for 3 days</b>	<b>4</b>
<b>2</b>	<b>Food</b>	<b>Rs. 800/- per person per day for 3 days</b>	<b>2</b>
<b>3</b>	<b>Honorarium to invited external experts only (up to 4 numbers)</b>	<b>Rs. 5000/ expert</b>	<b>2</b>
<b>4</b>	<b>Travel Reimbursement for Participants</b>	<b>Actual travel cost (Road or train or flight) with upper cap Rs. 5000/ mentee institute (with maximum 2 participants) and from 5 mentee institutions</b>	<b>2</b>
<b>Total</b>			<b>11</b>

## **I. Utilization & Refund of Grant**

**The Principal / Director / Registrar shall intimate about the receipt of the grant to AICTE/MIC.**

**The fund, so released shall be utilized to conduct the prescribed activities for handholding, mentoring, and support mentee institutions in building/streamlining/strengthening the innovation and entrepreneurship eco-system and not used for purchase of equipment like computer, laptop or fixed assets etc.**

**The released/sanctioned fund for Mentor-Mentee program cannot be utilized for any other program/ sessions.**

- In case the Mentor-Mentee program is cancelled, the funds must be returned back to AICTE/MIC immediately with interest accrued thereon.**
- In any case, if the institute is required to refund the grant or interest accrued thereon or balance amount, the same will be refunded to AICTE/MIC. (by way of a demand draft in favor of INNOVATION CELL ACCOUNT, INNOVATION CELL, New Delhi or through NEFT/RTGS at INNOVATION CELL ACCOUNT, Account No:37903899633, INNOVATION CELL, SBIN0050203, SBI, SHASTRI BHAWAN, RAJENDRA PRASAD ROAD, NEW DELHI 11000).**
- As MIC needs adequate time for depositing the Demand Draft in the bank, the same be immediately deposited to avoid any lapse of the validity period. Meanwhile, institute can plan and start the activities as prescribed from the date of issuance of sanction order.**

**The fund, so released shall be utilized to conduct the prescribed activities for handholding, mentoring, and support mentee institutions in building/streamlining/strengthening the innovation and entrepreneurship eco-system and not used for purchase of equipment like computer, laptop or fixed assets etc.**



## **II. Progress Monitoring and Reporting of financial utilization**

**IIC institution needs to upload the quarterly or semester wise progress reports periodically in the Mentor-mentee final report submission along with following supporting documents within prescribed period of the completion of the Mentee program activities.**

- **Usage of Fund:**

**Original Statement of actual expenditure in the prescribed proforma duly signed by the Head of the institution or president of IIC Institute and countersigned by Registrar/Finance Officer/Govt. Auditor**

**or**  
**In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate shall be audited & signed by a Chartered Accountant (with membership no., full address & stamp). Photocopies shall be enclosed.**

- **The Utilization Certificate (UC) supported by Audited Statement of Expenditure to the effect that the grant is utilized for the purpose for which it has been sanctioned shall be furnished to the AICTE/MIC immediately after completion of the scheme to the following Address: MoE's Innovation Cell (MIC), Room No. 316, 3rd Floor, IIT Delhi HQ, Nelson Mandela Road, New Delhi-110070**
- **It should contain the head-wise break up of expenditure made from the grant-in-aid provided by the Council. Statement of Expenditure indicating expenditure incurred in the total duration of the scheme in the prescribed format and GFR-19 shall be submitted to the Council.**

### **III. Prescribed Mentoring Activities for IIC Mentor Institutions**

**Under the Mentor-Mentee program, the mentor IIC institution will do the following suggestive activities for the mentee institutions;**

- **The key functionaries of the IIC at the mentor institute will conduct orientation sessions for all key functionaries from the mentee institutions.**
- **The mentor institute shall nominate its key IIC functionaries to join the IICs of the council of mentee institutions as external expert members.**
- **The mentor institute is required to support all mentee institutions in organizing at least two activities from the calendar activity plan, including identifying competent external experts and arranging sessions and honoring them.**
- **The mentor institute shall organize a two-day exposure visit and training program focusing on pre-incubation, incubation facility creation, IPR filing and management, start-up services, and policy mechanisms (NISP, KAPILA, and others) to support both students and faculty from mentee institutions. Ideally, this should be done in person.**
- **The mentor institution is tasked with guiding a minimum of 10 inactive IIC institutes and follow-up with them to guide to make them active and have a functional IIC in the campus. The List of inactive IIC - HEIs along with the mentor institutions for guidance and follow-up to bring them into the IIC network will be available in the form of a list.**
- **The mentor institute needs to conduct a progress monitoring, feedback, and impact evaluation study visit to each mentee institution, especially towards the end of the IIC calendar year or in the fourth quarter. Ideally, this should be an in-person visit.**
- **The mentor institution is expected to encourage, guide, and support mentee institutions in participating in innovation and entrepreneurship initiatives of the Ministry of Education (MoE), such as adopting NISP, I&E policies at the institute level, participating in NIRF Innovation Ranking, training Innovation Ambassadors, providing mentoring support to students, and establishing pre-incubation and incubation facilities, among others.**
- **The mentor institute invites participation from mentee institutions in the innovation and entrepreneurship activities organized as part of the IIC calendar and self-driven activities.**
- *\*The activities 1, 2, and 3 may be organised either on online mode or physical mode as per the convenient to the mentee institutions.*

## **VII. Guideline for Conducting and delivering of the activities:**

- **To conduct orientation sessions for all the key functionaries of IIC members of mentee institutions.**
  - **At least two orientations cum mentoring sessions for all mentee institutions or separate session for institution may be planned and conducted.**
  - **One orientation session should be organised at the beginning of the Semester/IIC Calendar year and mid of IIC calendar year.**
  - **Orientation session shall be conducted on online mode using video conferencing platforms.**
  - **Key functionaries of mentor IIC institution shall join as mentor expert and will take the session on best practices, cases of their institute on how they are driving the I&E ecosystem highlighting resource mobilization strategies.**
  - **A competent and experienced Key functionary from the mentor IIC institute will deliver the session on objectives, and a maximum honorarium amount of Rs. 3000/- per expert per orientation session for this purpose.**
  - **A total budget of maximum Rs. 12000/- for two orientation sessions is provisioned.**
  
- **Take part in the quarterly progress meetings of mentee institutions and provide guidance and support in action plan preparation, and improvisation of I&E activities to be conducted in the mentee institutions.**
  - **At least one-member representation from the mentor institution in each mentee institution is required.**
  - **The president of mentor IIC institute will nominate the member and he/she will take part in quarterly meetings of IIC mentee institute.**
  - **Once the member nominated for the mentee institute, same member is required to continue till the end of the calendar year**
  - **Each nominated member need to take part in at least 3 such quarterly/semester meetings during the calendar year.**
  - **Quarterly meetings shall be conducted on online mode using video conferencing platforms.**
  - **Role of member in mentee IIC institute is to actively participate in quarterly progress meeting of mentee institutions and provide guidance on planning, action plan preparation, progress assessment and implementation of I&E activities to be conducted in the mentee institutions.**
  - **Mentor IIC institute may provide an honorarium of Rs. 1000/- to the nominated members upon completion of the such meeting and submission of verified report along with meeting outcomes to the president of mentee institution.**
  - **A senior and competent IIC member of the mentor to take part in quarterly planning and review meeting conducted during the IIC calendar year in mentee institutions**
  - **A total budget of maximum Rs. 15000/- for participation in 15 numbers of meetings in 5 mentee institutions during the IIC calendar year.**

- **Planning and delivering of two IIC calendar activities for mentee IIC institutions**
  - **Mentor institute in coordination with mentee institutions will identify two IIC calendar activities for the mentee IIC institutions.**
  - **Mentor institute will prepare the session plan and identify the external resource persons to deliver the sessions.**
  - **Repute and experienced experts drawn from national and regional ecosystem should deliver the sessions.**
  - **All mentee institute should ensure minimum participation of 50 nos includes IIC members, student members and staff.**
  - **Activities shall be conducted on online mode using video conferencing platforms.**
  - **Each session/activity should accommodate at least two external experts. A maximum honorarium of Rs. 3000/- per expert per session can be provided for this purpose.**
  - **A total budget of maximum Rs. 12000/- for orientation sessions is provisioned**
- **Organize a 2 days long I&E exposure visit cum training program on I&E related theme such as pre-incubation facility creation, IPR filing & management etc. for mentee institute representatives.**
  - **Mentor institute will plan, host and organize a 2-day long exposure cum training program for the mentee institute representatives from mentee IIC institutions**
  - **Mentor institute shall get participant nominations from mentee IIC institutions. Mentee institutions shall nominate up to two key functionaries of their IICs.**
  - **A total 10 participants from the 5 mentee institutions shall comprise the one cohort of training to be conducted on physical mode**
  - **The mentor institute shall take care the venue related expenses and delivering the training program. The budget may include expert's fee/honorarium, food, site visits, accommodation and training and communication cost for the participants etc. A detail breakup is provided in Table 2.**
  - **The mentor institute shall reimburse the travel cost of nominee/representatives from the mentee institutions. Actual travel cost (road or train or flight) or the upper cap Rs. 5000/ mentee institute (with maximum of 10 participants) can be accommodated**
  - **A total budget of maximum Rs. 125000/- for a batch size of 10 participants from 5 mentee institutions is provisioned.**
- **Refer and Follow-up with 50 HEIs to establish IIC and join the IIC network.**
  - **Mentor institute will plan, host and organize a 2-day long exposure cum training program for the mentee institute representatives from mentee IIC institutions**
  - **Mentor institute shall get participant nominations from mentee IIC institutions. Mentee institutions shall nominate up to two key functionaries of their IICs.**
  - **A total 10 participants from the 5 mentee institutions shall comprise the one cohort of training to be conducted on physical mode**

- **The mentor institute shall take care the venue related expenses and delivering the training program may include expert's fee/honorarium, food, site visits, accommodation and training and communication cost for the participants etc. A detail breakup is provided in Table 2.**
- **The mentor institute shall reimburse the travel cost of nominee/representatives from the mentee institute. Actual travel cost (road or train or flight) or the upper cap Rs. 5000/ mentee institute (with maximum 5 participants) can be accommodated**
- **A total budget of maximum Rs. 125000/- for a batch size of 10 participants from 5 mentee institute is provisioned.**
- **Refer and Follow-up with 50 HEIs to establish IIC and join the IIC network.**
  - **The mentor institution should do necessary follow-up with at least 50 higher education institutions to establish Institutional Innovation Council on their campuses.**
  - **Ensure that the establishment of the referred institutes is approved by MIC and that the institutes participate in IIC activities.**
  - **The mentor institution needs to extend its mentorship wherever required for the referred institutes.**
  - **The list of HEIs allocated to the mentor institutions for referral through the IIC portal (referral sheet) and further follow-up to bring them into the IIC network**
- **Follow-up with allocated inactive IIC institutions to make them active.**
  - **Tasked with following up with at least 10 inactive IIC institutes and motivate them to get active.**
  - **Transforming these institutes into active participants within the Institution's Innovation Council**
  - **Tailored mentorship and support to address specific needs of each institute.**
  - **Enhanced innovation culture and increased engagement in IIC initiatives.**
  - **The List of inactive IIC - HEIs allocated to the mentor institutions for guidance and follow-up to bring them into the IIC network will be available in the IIC portal.**
- **To conduct visits to each mentee institution for progress monitoring & impact evaluation study especially at the end of IIC calendar year or in the 4th Quarter.**
  - **The Key functionaries or nominated members of mentor IIC institution to mentee institutions shall do a day visit to the campus of mentee institute to observe the progress, facility and function of IICs and interact with the IIC members.**
  - **Mentor expert will check the progress and provide feedback and on spot mentoring support to the mentee institute on improvisation of I&E ecosystem, strategies and how to improve the score and star of IIC.**
  - **An impact evaluation study shall be planned and conducted and represented. A well designed communication brochure and annual report of IIC institute with achievement and impact should be incorporated in the annual report. The mentor institute will guide mentee institutions in preparing and finalizing the IIC annual reports.**

- The local and travel (road, train and air) expense of members shall be drawn from the budget pro
- A total budget of maximum Rs. 25000/- covers visits to 5 mentee institutions (Rs.10000 per memb covers TA and honorarium) is provisioned
- Mentee institute will provide local stay and organizing progress monitoring cum feedback/mentor should be planned in advance.
- The mentor institution is expected to encourage, guide and handhold mentee institutions in participating innovation and entrepreneurship initiatives of MoE such as adoption of NISP, formulation of I&E polic institute level, Training of Innovation Ambassadors, Mentoring support to students and establishment incubation and incubation facilities etc.
- Inviting participation form mentee institutions for the innovation and entrepreneurship activities are b by mentor institute as part of IIC calendar, Self-Driven activities etc.
- Delivering activities of Mentor-Mentee Scheme
  - The President and concern program coordinator of the mentor institute shall be primarily respon implementation of the project
  - All mentee institutions are also required to nominate coordinators (one from each mentee institut coordinators of the project at mentee institution level
  - Quarterly presentation on the planned activities and implementation progress should be submitte Mentor-Mentee section of the IIC Portal.
  - If it is found that the grant-in-aid released is not being utilized for the purposes for which it was i the progress of the programme is not satisfactory, action may be taken or funding support may be
  - Further extension of financial support from AICTE, MIC shall be based on the progress of the sc effective utilization of the earlier grant-in-aid provided.
  - If the Mentor institute coordinator leaves the institution, retires, or goes on long leave, the institut another Mentor Institute Coordinator to the programme, and immediate intimation to the MIC i

#### **VIII. Use of Logos**

- In case of activities organized in online mode, the logos of MIC, AICTE and IIC should be used proper prominently displayed.
- In case of physical activities, logos of MIC, AICTE and IIC must be prominently placed in the banners/ backdrop/podium/venue, and displayed.
- All publicity materials/ advertisements/ brochures/ invitation cards/ any other collaterals/ event backdr to Mentor-Mentee Program must carry the MIC, AICTE and IIC logo.

## **IX. Activity Report**

**Both mentor and mentee institutions are required upload activity reports related to mentor- mentee program portal. Following documents and reports are required to upload by end of every quarter/semester or periodically by mentor and mentee institutions;**

- **Brief plan and calendar for the Activities to be conducted**
- **A time activity chart indicating schedule along with deliverables for each participating institution.**
- **Reports for the activities completed.**
- **Sessions details, experts' details and feedback from participants.**
- **Details of financial layout and expenses incurred for the activities**
- **Copies of letters of intents/MOU are signed with mentee institutions**
- **The Mentor Institute Coordinator must submit progress report every quarter indicating**
  - **The progress of the activities under Mentor-Mentee Scheme and the status of the grant-in-aid utilization**
  - **Geotagged photographs (maximum 15) of all the activities under Mentor-Mentee Scheme.**
  - **A video of 2-minute duration (per mentee institute) having: (i) Introduction by Coordinator mentor and state of Mentee IIC and Mentor IIC institute. Activities conducted under Mentor-Mentee scheme and the Mentor- Mentee Scheme was beneficial to students, faculty and institute? (iv) Acknowledgement of AICTE/MIC support**

## **X. Monitoring**

**AICTE/MIC may depute an Officer/Observer to oversee the quality of the conference and collect feedback from participants.**

## **XI. Expected Outcomes**

- **Active participation and involvement of IIC members; students, faculty members and staff from both mentor and mentee institutions.**
- **A streamlined and strengthened innovation and entrepreneurship ecosystem with functional IICs in mentor and mentee institutions.**
- **Increase in awareness level among students, faculties and staff on recent developments and approaches in innovation, entrepreneurship and intellectual property and their importance in wealth creation at individual and national level.**
- **Nurturing leadership potential of student innovators, and entrepreneurs by providing them coordination and support to achieve the program objective.**
- **Program will set foundation for institute's participation in MoE's Innovation and Entrepreneurship initiative, IIC, ARIIA, Hackathons, NISP, National Innovation Contest, and YUKTI and related programs at MIC.**

## **XII. General instructions**

- **The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ G India from time to time. GOI GFR rules (@<https://doe.gov.in/order-circular/general-financial-rules20>) followed during utilization of grant.**
- **This Sanction Order may be treated as Offer Letter for all purposes.**

- **XIII. Duration of the Project: Duration of project shall be of one IIC calendar year.**

**For more information, please write your query to Ms. Selvarani, Innovation Officer and Ms. Pooja Sharma, In charge.**

**Email: [selva.rani@aicte-india.org](mailto:selva.rani@aicte-india.org), [mm.iic.mic@aicte-india.org](mailto:mm.iic.mic@aicte-india.org), Phone no: 011 2958 1513, 1235**

**Yours sincerely,**



**Dipan Kumar Sahu  
Asst. Innovation Director  
MoE's Innovation Cell**

**Copy forwarded for information and necessary action to:**

- 1. Name and Address Anil Neerukonda Institute Of Technology & Sciences , Near Three Temples Bheem Sanghivalasa, Visakhapatnam, Andhra Pradesh 531162**
- 2. HoI/IIC Principal ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES**
- 3. Office File**



# ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES (A)

## MENTOR-MENTEE PROGRAM ANNUAL REPORT 2023-2024



# MENTOR INSTITUTE

ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES (A)

IIC ID: IC201811908



Prof K. Sri Rama Krishna

Principal and President of IIC, ANITS.

**ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY AND SCIENCES (A)**

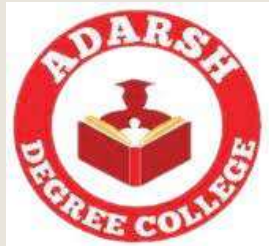
**IIC ID: IC201811908**



**Prof P. Murugapandiyan**

**Convener of IIC, ANITS and Coordinator of Mentor-Mentee Program**

# OUR MENTEE INSTITUTIONS



Bapatla Engineering  
College



Rise Krishna Sai Gandhi  
Group of institutions

## LIST OF ACTIVITIES CONDUCTED

S.No	Details	No of Event Organized
1.	Orientation & Mentoring Sessions	2
2.	Quarterly Progress Meetings	15 (3 per mentee institutions)
3.	IIC calendar activity	2 (one from Quarter 3 and one from Quarter 4)
4.	I&E Training & Exposure Visit	1 (Two Days Trainig Program)
5.	Progress Monitoring & Impact Measurement	5 (1 per mentee institution)
Total Number of Events Organized under mentor-mentee scheme		25

# ORIENTATION & MENTORING SESSIONS-I

**ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES**

Autonomous status accorded by UGC  
Approved by AICTE, Permanently Affiliated to Andhra University  
Accredited by NBA (IT, CSE, EEE, ECE, MECH, CHEM, & CIVIL) & Accredited by NAAC.

**Institution's Innovation Council (IIC)  
Mentor-Mentee Program**

**ORIENTATION AND MENTORING SESSION-I**

MENTOR INSTITUTE: ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY  
& SCIENCES (IC201811908)

Date: 22-02-2024  
Time: 10 AM

**MENTEE INSTITUTION'S**

ADARSH DEGREE COLLEGE  
SREE VIDYANIKETHAN College of Pharmacy  
GOVERNMENT POLYTECHNIC PENDURTHI  
Bapatla Engineering College  
Rise Krishna Sai Gandhi Group of institutions

Dr. P. Murugapandiyan  
Convener, IIC ANITS

Prof. K. Sri Rama Krishna  
Principal, ANITS

**Resource Persons:**

**Prof.K.Sri Rama Krishna and Prof.P.Murugapandiyan**



### Thrust Areas of NISP 2019

A. HEIs Strategies & Governance for Promoting Innovation & Entrepreneurship	A1. Creating Innovation Pipeline and Pathways for Entrepreneurs	A2. Building Organizational Capacity, Human Resources and Incentives	A3. Collaboration Co-creation and Business Relationship and Knowledge Exchange
B. Norms for Faculty & Students Driven Innovations and Startups	B1 & B2. Incentivizing Faculty & Students for Entrepreneurship	B3. Norms for Faculty Startup	
C. Incubation & Pre-Incubation support	D. IP Ownership Rights for Technologies Developed at HEIs	E. Pedagogy & Learning Interventions for Supporting Innovations & Startups	
F. Entrepreneurial Performance Impact Assessment			



The slide features a central title "Initiatives of MHRD's Innovation Cell" in red text. Below the title is the logo for "MHRD'S INNOVATION CELL (GOVERNMENT OF INDIA)", which consists of a stylized brain icon with blue and red segments. To the left of the title is a vertical list of five initiatives, each with a distinct icon and a colored arrow-shaped box pointing to the right:

- Smart India Hackathon**: Represented by a lightbulb icon with a green brain inside.
- Institutions' Innovation Council**: Represented by a colorful figure icon.
- Atal Ranking of Institutions on Innovation Achievements**: Represented by a golden trophy icon.
- NISP National Innovation and Start-up Policy 2019 for Students & Faculty**: Represented by the letters "NISP" in a white box.
- International Hackathons**: Represented by the word "Hackathon" in a white box.

In the bottom right corner, there is a video inset showing a man with a mustache, wearing a blue and white striped shirt, speaking. The video has a small label "ece class1" in the bottom left corner.

**Glimpse of Orientation and Mentoring session-I conducted on 22-02-2024 for all 5 mentee institutions.**



# ORIENTATION & MENTORING SESSIONS-II

**ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES**  
Autonomous status accorded by UGC  
Approved by AICTE, Permanently Affiliated to Andhra University  
Accredited by NBA (IT, CSE, EEE, ECE, MECH, CHEM, & CIVIL.) & Accredited by NAAC.

**Institution's Innovation Council (IIC)  
Mentor-Mentee Program**

**ORIENTATION AND MENTORING SESSION-II**

MENTOR INSTITUTE: ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES (IC201811908)  
Date: 03-05-2024  
Time: 7 PM

**MENTEE INSTITUTION'S**

**ADARSH DEGREE COLLEGE**  
**SREE VIDYANIKETHAN College of Pharmacy**  
**GOVERNMENT POLYTECHNIC PENDURTHI**  
**Bapatla Engineering College**  
**Rise Krishna Sai Gandhi Group of institutions**

**Dr. P. Murugapandiyan**  
Convener, IIC ANITS

**Prof. K. Sri Rama Krishna**  
Principal, ANITS

**Resource Persons:**

**Prof.K.Sri Rama Krishna and Prof.P.Murugapandiyan**

Innovation Ambassador

Welcome Dr. P.Murugappan!

S.No	Session Title	Session Theme	Speaker Details	Youtube Link	Assessment Link
1	National Innovation and Startup Policy (NISIP): Building Framework for HEIs	Start-up Planning and Development	Mr. Dipan Saha, Asst. Innovation Director, Dr. Pooja Rawat, Innovation Officer, MoE Innovation Cell	<a href="#">Watch</a>	<a href="#">Assessment Link</a>
2	National Education Policy (NEP): Research, Innovation and Entrepreneurship for HEIs	Entrepreneurship Development	Prof. Meenakshi Sood, Associate Professor, NITTTT, Chandigarh	<a href="#">Watch</a>	<a href="#">Assessment Link</a> <a href="#">Web</a>
3	Integration of Research, Innovation and Entrepreneurship in Academic Institutions and Economic Growth	Entrepreneurship Development	Dr. Sajeew Chandy, PhD Director, Adv. Drug	<a href="#">Watch</a>	<a href="#">Assessment Link</a> <a href="#">No Detail</a>

Sowji Sowjanya joined

hpj-dcvz-hri

Assessment Summary

Registration	Web / App Reporting	Innovation/Prototype Preparation	Business Model / Startup	Web / Mobile App Dev
256	189	128	140	64

Application submitted out of NISIP National Innovation Registry (NIR): [http://nir.edupolicy.gov.in](#)

(Please share your details with your Institutional/Department/Institute/Faculty/Staff/Entrepreneur/Startup/Innovator at the institute end of the process for registration and submission of the final/innovative/outputs developed/undertaken at your institute)

ece is presenting

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Support System in HEI & Resource Mobilization Strategy

	Incubation	CEO, IIT Madras HTIC Incubator
13	Planning and Managing IPR Facility in HEIs: Technology Transfer Office (TTO) Model	<b>Dr. Anil Wali, MD,</b> <b>Foundation for Innovation and Technology Transfer, IIT Delhi</b> Mrs. Pooja Bhatta, Chief Manager, I-TTO, FITT, IIT Delhi
14	Roles and Responsibility of Faculty Innovation Ambassadors: Faculty as Mentor and Engagement in Post Training Activities	<b>Mr. Dipan Sahu</b> Asst. Innovation Director, MoE's Innovation Cell

ece is presenting

Participants: ece, You, kaluri, Vinay, vaka, 21 others

hpj-dcvz-hri

National Innovation and Start-up Policy 2019 for Students & Faculty

- NISIP 2019 was launched by Hon'ble Minister of Human Resource Development on 11 September 2019.
- The policy intends to guide IITs to promote student and faculty driven incubators & startups.
- It will be successful in leveraging the potential of student's problem solving & entrepreneurial skill set and promoting a strong idea and team combination partnership.

ece is presenting

Participants: ece, You, G..., Vi..., V..., 22 others

Controls: Mute, Unmute, Hand, More, End Call

The screenshot shows a Zoom meeting interface. At the top, a presentation slide titled "Thrust Areas of NISP 2019" is displayed. The slide features logos for ANIL, MHRD, and other institutions. The thrust areas are organized into a grid:

1. Enhancing the Capabilities for Following Innovation & Entrepreneurship	2. Creating Innovative Ecosystems for Entrepreneurs	3. Building International Capacity, Human Resources and Institutions	4. Collaborative Governance and Business Model Innovation and Knowledge Exchange
5. Strengthening Faculty & Students across Secondary & Tertiary	6. AI & ML: Leveraging Faculty & Students for Entrepreneurship	7. Focus on R&D/ Market	
8. Inclusion & Performance Support	9. Promoting Effective Technology Incubation at IIT	10. Promoting Science Advancements for Supporting Innovation & Startup	

Below the slide, the Zoom interface shows a grid of participant video thumbnails. The top-left thumbnail is active, showing a man speaking. Other thumbnails are muted, indicated by a slash icon. The names of the participants are visible below their thumbnails: "vaka", "Vinay", "Naga...", and "Y. 21 others".

**Glimpse of Orientation and Mentoring session-II conducted on 03-05-2024 for all 5 mentee institutions.**

# QUARTER III CALENDER ACTIVITY

**ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES**

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**Mentor-Mentee Program- Calendar Activity**

**“How to plan for Start-up and legal & Ethical Steps”**

Organized by  
**Institution's Innovation Council(IIC), ANITS**



**Resource Persons**

  
Mr. Prapun Kumar Illapani,  
Founder, Meta Introspec,  
Visakhapatnam.

  
Ms. K Lata  
Co-founder, Meta Introspec,  
Visakhapatnam.

**Registration Link:** <https://forms.gle/tKMQC2uxEgmo6wgQg>

**Date**  
**11-04-2024**  
**Time**  
**7.00 PM**  
**Onwards**

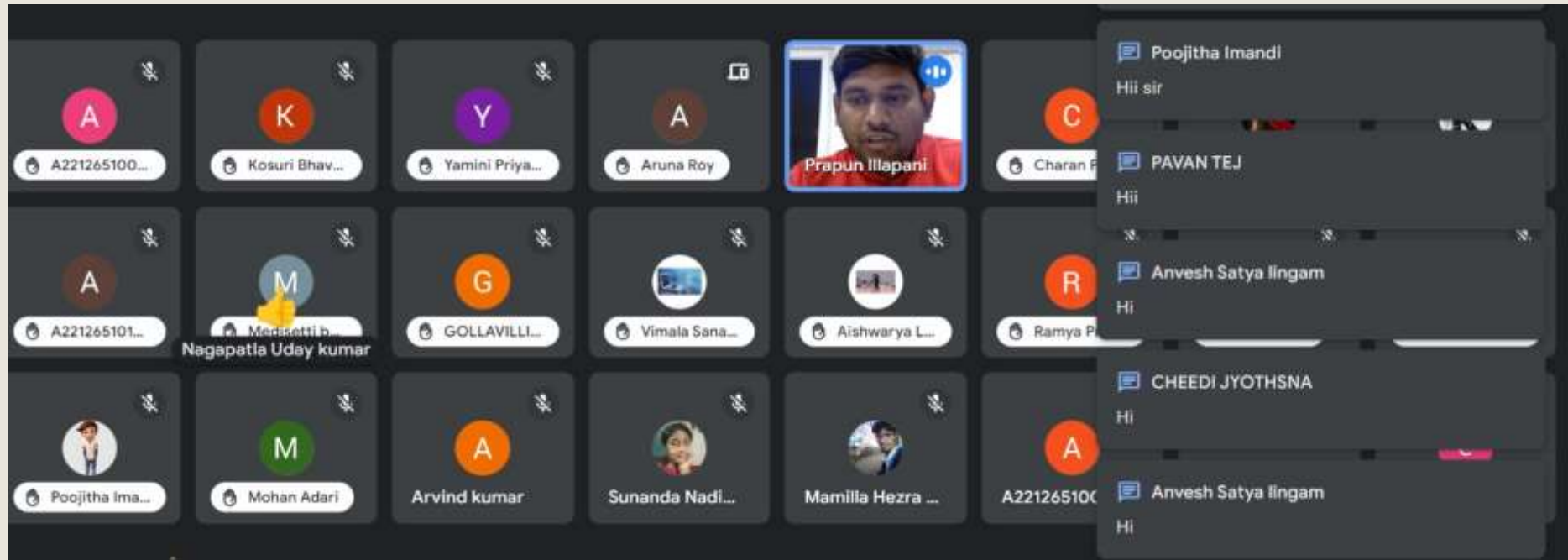
**G-meet link:**  
<https://meet.google.com/mux-hsxr-hoi>

Ms. N. Lokeswari  
Member, IC ANITS

Dr. P. Murugapandyan  
Convener, IIC ANITS

Prof. K. Sri Rama Krishna  
Principal, ANITS

# Glimpse of Quarter III Calender activity conducted on 11-04-2024 for all 5 mentee institutions.



## Understanding the Indian Legal System: Key Considerations for Startups

### Navigating Regulations

Understanding and complying with the complex regulatory environment in India, including business registration, licenses, and industry-specific compliance requirements.

### Intellectual Property Protection

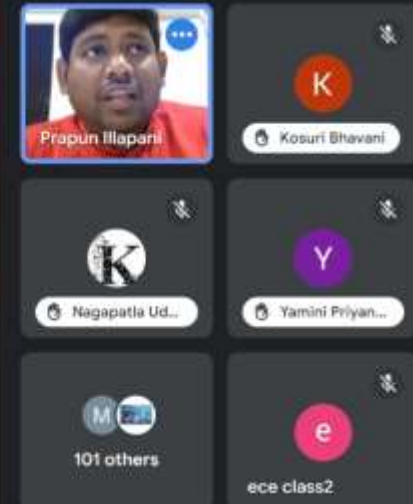
Safeguarding your startup's intellectual property, such as patents, trademarks, and copyrights, to maintain a competitive edge.

### Contracts and Agreements

Carefully drafting and reviewing legal contracts, partnerships, and other agreements to mitigate risks and protect your startup's interests.

### Dispute Resolution

Familiarizing yourself with the Indian legal system's dispute resolution mechanisms, such as mediation and arbitration, to handle conflicts effectively.



Zoom meeting interface showing participants: Prapun Illapani, Kosuri Bhavani, Nagapatla Ud..., Yamini Priyan..., 101 others, and ece class2.

## Evaluating the Market Opportunity and Size

### 1 Analyze Market Demand

Assess the current and projected demand for your product or service in the target market. Identify key trends and drivers that could impact future growth.

### 2 Size the Addressable Market

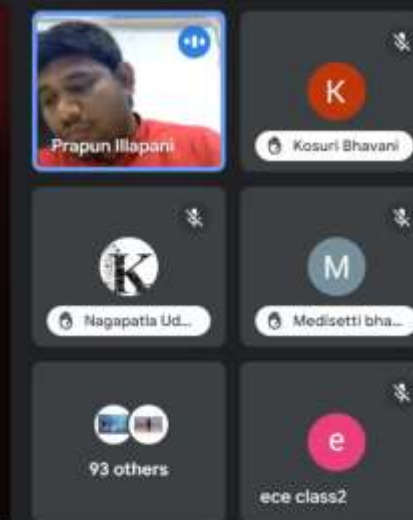
Determine the total number of potential customers who could benefit from your offering. Consider geographic, demographic, and psychographic factors to estimate the total addressable market size.

### 3 Assess Competitive Landscape

Evaluate the existing competition and their market share. Identify any gaps or unmet needs that your startup could uniquely fulfill.

### 4 Project Market Potential

Use market data, industry benchmarks, and your own analysis to estimate the potential revenue and growth trajectory for your startup within the target market.



Zoom meeting interface showing participants: Prapun Illapani, Kosuri Bhavani, Nagapatla Ud..., Mediseti bha..., 93 others, and ece class2.

# QUARTER IV CALENDER ACTIVITY

**ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES**

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**Mentor-Mentee Program- Calendar Activity**  
“Angel Investment/VC Funding Opportunity for Early-Stage Entrepreneurs”



Organized by  
**Institution's Innovation Council(IIC), ANITS**

**Resource Persons**



**Mr. Narendra Nerla**  
People Leader | Social Entrepreneur | Angel Investor  
Andhra Pradesh, India



**Mr. Vikas Katragadda**  
Co-Founder  
Naandi Ventures

**Date**  
21-06-2024  
**Time**  
10.00 AM  
Onwards

**G-meet link:**  
<https://meet.google.com/gsd-ebgv-rew>

Registration Link: <https://forms.gle/tPW1LVcdoVuC2HSHA>

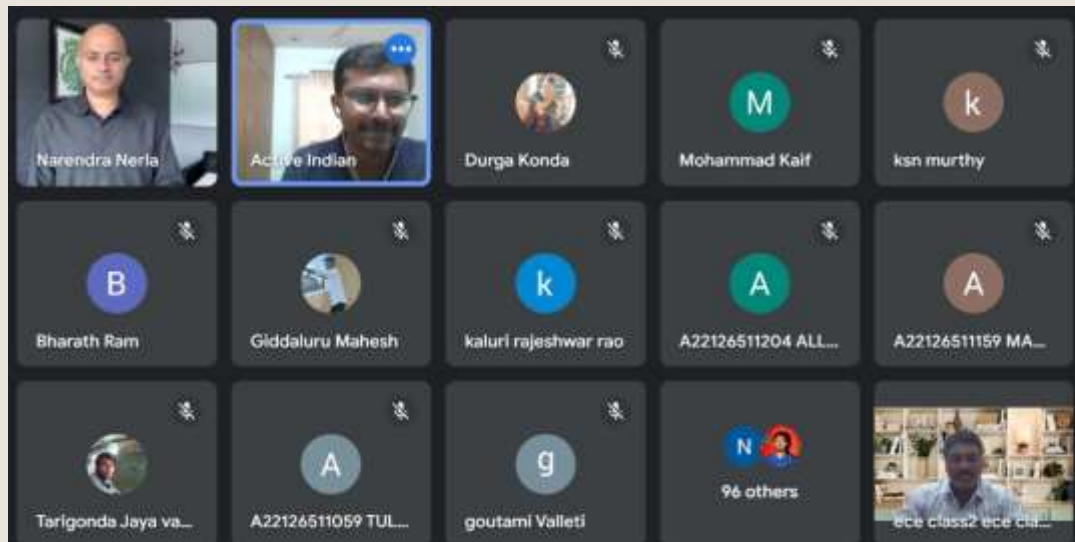
Prof. P. Murugapandyan  
Convener, IIC, ANITS

Prof. K. Sri Rama Krishna  
Principal, ANITS



# Glimpse of Quarter IV Calender activity conducted on 20-06-2024 for all 5 mentee institutions.





Let everyone send messages

Messages are being recorded with the call

I've developed an AI agent called IntrvuAI that conducts mock AI interviews to help users prepare for real job interviews. So far, I've attracted over 100 users, which is encouraging. However, I'm looking to expand my user base. What marketing strategies would you recommend to attract more users to IntrvuAI?

A22126511203 VEMULAPUDIVENKATAMANIKANTA 11:54AM  
How much money should I have to raise before staring start-up?

Send a message

## QUARTERLY PROGRESS/IIC COUNCIL MEETINGS

S.NO	MENTEE INSTITUTE NAME	MEETING 1 DATE	MEETING 2 DATE	MEETING 3 DATE
1	ADARSH DEGREE COLLEGE	15-03-2024	14-05-2024	16-07-2024
2	BAPATLA ENGINEERING COLLEGE	12-03-2024	14-05-2024	15-07-2024
3	GOVT POLYTECHNIC	14-03-2024	18-05-2024	16-07-2024
4	RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS	13-03-2024	21-05-2024	12-07-2024
5	SREE VIDYANIKETHAN COLLEGE OF PHARMACY	13-03-2024	15-05-2024	10-07-2024

CONDUCTED 15 NUMBER OF QUATERLY PROGRSS MEETING (3 MEETING WITH EACH MENTEE INSTITUTE) WITH MENTEE INSTITTIONS AND PROVIDED GUIDANCE ON PLANNING, ACTION PLAN PREPARATION, PROGRESS ASSESMENT FOR IMPROVING INNOVATION AND ENTREPRENEURSHIP ACTIVITIES.



GOVERNMENT POLYTECHNIC  
PENDURTHI



Bapatla Engineering  
College



Rise Krishna Sai Gandhi  
Group of institutions

# I&E TRAINING & EXPOSURE VISIT

## Two Days I&E Exposure visit cum Training Program

Date: 06-05-2024 to 07-05-2024; Venue: Incubation Centre, ANITS.

### Program Schedule

Day 1 (06-05-2024)		
S.No	Programme	Timing
1	Reporting of the Participants and Registration	8.30 AM to 9 AM
2	<b>Inaugural Session:</b> Introduction of the <b>Two Days I&amp;E Exposure visit cum Training Program</b> by <b>Dr. P. Murugapandiyam, Convener, IIC, ANITS.</b>  Words of wisdom and blessings by <b>Prof. K. Sri Rama Krishna, Principal, Anil Neerukonda Institute of Technology and Sciences.</b>	9.00 AM to 9.30 AM
3	<b>Session - I</b>  <b>"IP Management and Start-up"</b>  By  <b>Dr. Bhavya Manjeera</b> Scientist & AMUN-WIPO Technology & Innovation Support Centre (TISC) NRDC-Visakhapatnam, National Research Development Corporation (An Enterprise of DSIR, Ministry of Science and Technology, Govt of India) Innovation Valley, Madhurawada, Visakhapatnam – 530048.	9.30 AM to 11.00 AM
4	<b>Session - II</b>  <b>"Start-up Opportunities and various funding schemes in India"</b>  By  <b>Dr. Diwakar Vadapalli</b> Incubation Manager, A-Hub, Andhra University.	11.00 AM to 12.30 PM

<b>LUNCH TIME (12.30 to 1.00 PM)</b>		
<b>S.No</b>	<b>Programme</b>	<b>Timing</b>
5	<p><b>Session - III</b></p> <p><b>"Nurturing Innovation and Entrepreneurial Mindset Development Among Students"</b></p> <p>By</p> <p><b>Mr. Rajkumar Choulapalli</b> Founder of TEKNOV8R Startup Solutions</p>	1.00 AM to 2.30 PM
6	<p><b>Session - IV</b></p> <p><b>"How to become a Successful Entrepreneur/Start-up founder "</b></p> <p>By</p> <p>Mr. Sathish Kumar Saride Founder &amp; CEO @ Spotmies &amp; READY.IO   Self-generative AI interviewer, IT Solutions, AI, ML &amp; Blockchain expert.</p>	2.30 PM to 4.00 PM
<b>DAY 2 (07-05-2024)</b>		
7	<p><b>Session: V</b></p> <p><b>"Unlocking the Patent Process for everyone and KAPILA"</b></p> <p>By</p> <p><b>Dr.G.Prasanna</b> Convener, IPR Council, Vice-President, IIC, ANITS.</p>	9.00 AM to 10.30 AM
8	<p><b>Session: VI</b></p> <p><b>"A session on NIRF Innovation Ranking"</b></p> <p>By</p> <p><b>Dr.V.Lenin</b> Co-Convener, IPR Council, NIRF Coordinator, ANITS.</p>	10.30 AM to 11.30 AM
<b>LUNCH TIME (11.30 AM to 12.30 PM)</b>		
9	<b>Field visit to A-Hub, Andhra University.</b>	12.30 PM to 4.30 PM

## Glimpse of Day 1











## Glimpse of Day 2





## PROGRESS MONITORING & IMPACT MEASUREMENT

S.NO	MENTEE INSTITUTE NAME	DATE OF PHYSICAL VISIT
1	ADARSH DEGREE COLLGE	30-07-2024
2	BAPATLA ENGINEERING COLLEGE	19-07-2024
3	GOVT POLYTECHNIC	20-08-2024
4	RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS	18-07-2024
5	SREE VIDYANIKETHAN COLLEGE OF PHARMACY	12-07-2024

Dr. P. Murugapandiyan, Convener, IIC, ANITS and coordinator of mentor mentee program visited all the mentee institutions for progress monitoring and impact measurement. Dr. P. Murugapandiyan, Convener, IIC, ANITS and coordinator of mentor mentee program explained various MIC initiatives such as IIC, KAPILA, NISP, YUKTI, IA, SIH-2024, School Innovation Council to all IIC members and checked the mentee institution IIC portal usage.




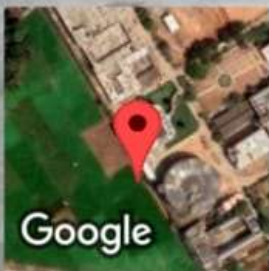
GPS Map Camera



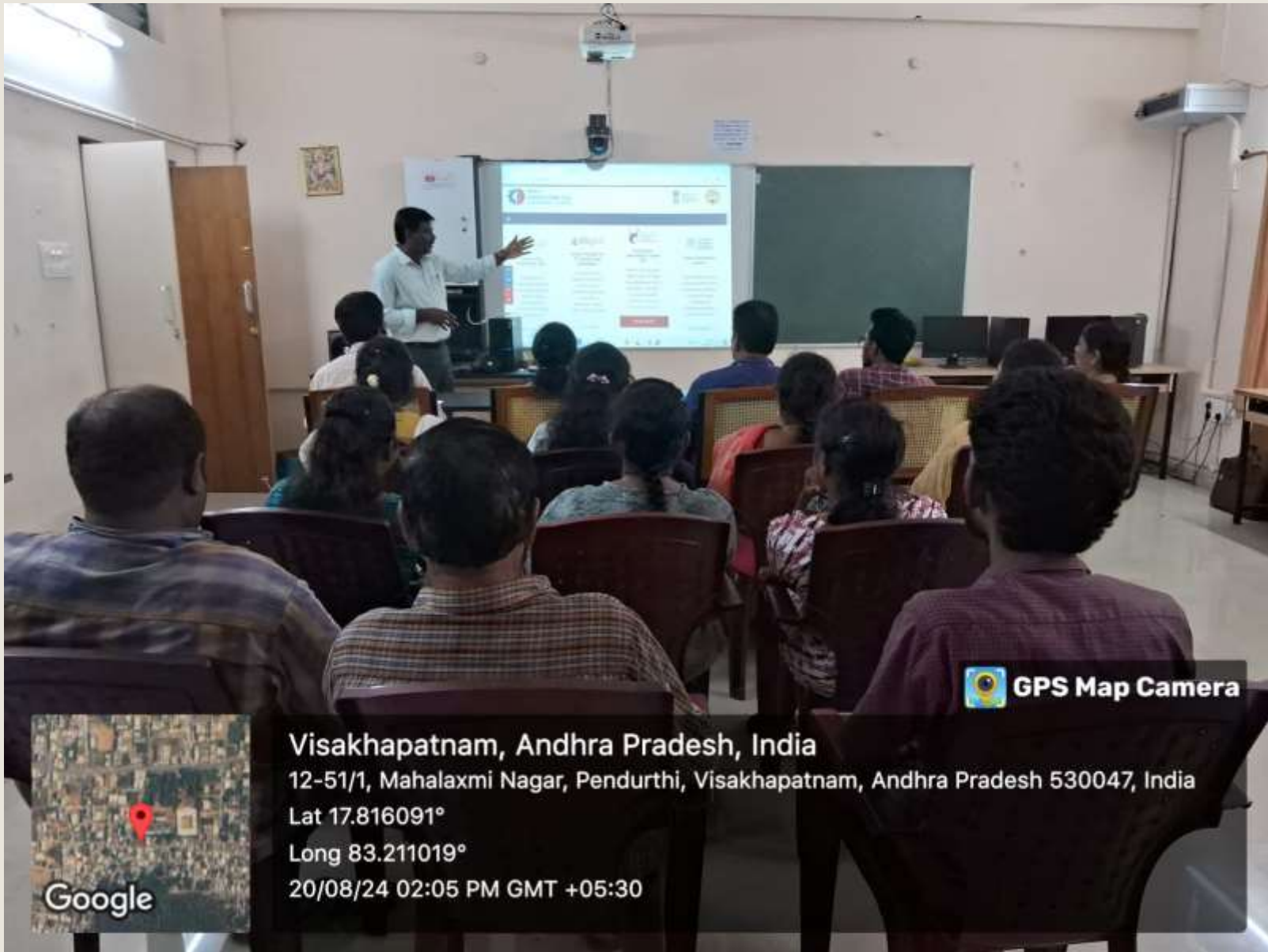
Visakhapatnam, Andhra Pradesh, India  
6-129/4, Mahalaxmi Nagar, Pendurthi, Visakhapatnam, Visakhapatnam, Andhra Pradesh  
530051, India  
Lat 17.819177°  
Long 83.206645°  
30/07/24 01:26 PM GMT +05:30




 GPS Map Camera



Bapatla, Andhra Pradesh, India  
VCQR+R2X, Malleswari, Bapatla, Andhra Pradesh 522102, India  
Lat 15.889481°  
Long 80.440073°  
19/07/24 01:28 PM GMT +05:30



 **GPS Map Camera**



Google

**Visakhapatnam, Andhra Pradesh, India**

12-51/1, Mahalaxmi Nagar, Pendurthi, Visakhapatnam, Andhra Pradesh 530047, India

Lat 17.816091°

Long 83.211019°

20/08/24 02:05 PM GMT +05:30





Kandulur, Andhra Pradesh, India  
C2MV+5XH, Kandulur, Valluru, Andhra Pradesh 523272, India  
Lat 15.433214°  
Long 80.044984°  
18/07/24 12:28 PM GMT +05:30



## GLIPMSE OF PHYSICAL VISIT TO MENTEE INSTITUTIONS