

 SATBAYEV UNIVERSITY	<b>NON-PROFIT JOINT-STOCK COMPANY "K. I. SATBAYEV KAZAKH NATIONAL RESEARCH TECHNICAL UNIVERSITY"</b>	
Document SEE level 3	Revision No. 1 from "_13_" _01_2023	П. 029-04-03.2.02 - 2023

## **REGULATION**

**on conducting the Open Competition of innovative ideas and projects.  
«TECH STARTUP»  
NPJSC "KazNTU named after K. I. Satbayev"**

**Ap. 029-04-03.2.02 - 2023**

Almaty, 2023 year

## FOREWORD

English translation prepared by the Commercialization Office of NPJSC «Kazakh National Research Technical University named after K.I. Satbayev»

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## 1 General provisions

1.1 This Regulation defines the procedure for organizing and conducting the contest of innovative ideas and projects "TECH STARTUP" (hereinafter referred to as the Contest). Kazakh National Research Technical University named after K. I. Satbayev (hereinafter-KazNRTU).

1.2 The Regulation was developed in accordance with the following regulatory documents:

– Law of the Republic of Kazakhstan No. 3 81-V of October 31, 2015 On commercialization of the results of scientific and (or) scientific and technical activities;

– Law of the Republic of Kazakhstan dated February 18, 2011 "On Science" No. 407-IV;

– Law of the Republic of Kazakhstan dated June 20, 2018 No. 161-VI "On Amendments and additions to certain Legislative Acts of the Republic of Kazakhstan on the Regulation of intellectual Property";

– Law of the Republic of Kazakhstan "Patent Law of the Republic of Kazakhstan" No. 427-1 dated July 16, 1999;

– Law of the Republic of Kazakhstan "On Copyright and Related Rights" No. 6-1 of June 10, 1996;

– Law of the Republic of Kazakhstan "On Education" dated July 27, 2007 No. 319-III;

– Law of the Republic of Kazakhstan "On Combating Corruption" dated November 18, 2015 No. 410-V;

– Resolution of the Government of the Republic of Kazakhstan dated December 27, 2019 No. 988 On Approval of the State Program for the Development of Education and Science of the Republic of Kazakhstan for 2020-2025;

– Civil Code of the Republic of Kazakhstan No. 268-XIII of 27.12.1994 (with amendments and additions as of 12.01.2022);

– Order of the Minister of Education and Science of the Republic of Kazakhstan No. 174 dated May 4, 2020 On Approval of the anti-Corruption standard for Ensuring Openness and Transparency in Organizations of higher and (or) postgraduate Education;

– Order of the Minister of Education and Science of the Republic of Kazakhstan No. 604 dated October 31, 2018 On Approval of State mandatory education standards for all levels of education;

– Charter of the Kazakh National Research Technical University named after K. I. Satbayev, approved by the order of the Minister of Education and Science of the Republic of Kazakhstan;

- Regulations of the non-profit joint-stock company "Kazakh National Research Technical University named after K. I. Satbayev";
- Development program of NPJSC "Kazakh National Research Technical University named after K. I. Satbayev 2022-2027 years";
- Orders and instructions of the management of KazNRTU.

1.3 This Regulation complies with the requirements of the following regulatory documents:

- Quality Manual of KazNTU named after K. I. Satbayev;
- Standards of ST RK;
- International standards of the ISO 9000 series;
- ST RK 1157-2002 " Higher professional education. Quality management systems of educational organizations";
- ST NPJSC 38944979-07-2015. Regulatory documents of KazNRTU. Development, approval, approval, registration, and update procedures.

## 2 Terms and Conditions

**Result of scientific and (or) scientific and technical activities** — an objectified result of scientific and (or) scientific and technical activities containing new knowledge or new solutions, recorded on any data carriers and intended for use;

**Grant** — собственные средства KazNRTU's own funds, provided to implement startup projects.

**Competition** — events aimed at identifying the most promising projects announced within the framework of the competition;

**The Committee** — a specially created group of independent experts, with the necessary competence (theoretical or practical) to review projects and make decisions on them;

**Tender documentation** — documentation defining the terms, procedure and terms of the competition for grant financing, developed and approved by the organizer of the competition;

**Application form** — application of the established form for participation in the competition with attached documents, drawn up strictly in accordance with the competition documentation;

**Applicant** — a project manager who is an official representative of the team.

**Project participant** — an individual member of the project team.

**Ranked list** – a list of applications ordered from the highest to the lowest received score based on the results of the evaluation of the Competition Commission;

**Grantee** — an individual or legal entity that has entered into a grant financing agreement for a startup project.

**Co-funding** — financial participation of a third party in the project implementation;

**Organizer - Initiator** – a structural division of KazNRTU that initiates the start of the competition, exercises control throughout the entire competition and resolves organizational issues of the competition.

**Examination** — activities related to the assessment of relevance, scientific and technical potential, readiness for commercialization, technical and production risks, as well as with the assessment of commercial attractiveness and validity of the declared financial and economic indicators of the project.

### **3 Aims and objectives of the Contest**

#### **3.1 Competition Objectives:**

- Popularization and promotion of research and innovation activities of students, undergraduates, doctoral students and young scientists of the University, teaching, staff, employees of KazNRTU, citizens of the Republic of Kazakhstan.
- identification of promising start-up projects for the purpose of a commercially implemented product.

#### **3.2 The main objectives of the Contest are:**

- creation and organization of advanced mechanisms for motivating aspiring entrepreneurs and innovators;
- stimulating processes aimed at generating innovative ideas and developments;
- encouraging mass participation of young people in entrepreneurial and innovative activities through organizational and financial support for innovative projects;
- expanding the range of professional skills and gaining experience in participating in such competitions.
- develop students ' skills in finding, analyzing the feasibility and possible commercialization of innovative ideas for implementation in production or creating an independent business.

### **4 Competition procedure**

4.1 The structural division of KazNRTU Commercialization Office organizes and conducts a competition to determine the most promising start-up projects.

4.2 The tender documentation is developed by the Commercialization Office and approved by the supervising Vice-Rector. The tender documentation contains the following information:

- 1) purpose of the contest;
- 2) name of priority areas of science and technology in which funding is provided;
- 3) the mechanism of implementation of the contest;
- 4) terms of participation in the contest;
- 5) main provisions on the competition commission;
- 6) form of submission of the tender application;

7) conditions for co-financing from extra-budgetary funds.

4.3 The contest organizer announces the start of the contest through KazNRTU information resources in Kazakh and Russian.

4.4 The contest announcement contains the following information:

- 1) name of the contest;
- 2) a link to the official Internet resources of the organizer, where the tender documentation is posted;
- 3) start and end dates for accepting applications;
- 4) the place and / or method of accepting applications;
- 5) contact details of the representative of the organizer of the tender, who provides clarification of the tender documentation and advice on the preparation of the tender application.

4.5. The deadline for accepting applications is not more than 30 (thirty) business days from the date of publication of the competition announcement.

4.6. Accepted applications are subject to review by the organizer for compliance with the tender documentation.

4.7. Applications that do not comply with the tender documentation are subject to rejection by the organizer within 10 (ten) business days from the date of completion of accepting applications, and a notification is sent to the applicant to the email address indicated in the application indicating the identified inconsistencies.

4.8. The organizer, within 4 (four) business days after the completion of accepting applications, draws up a list of applications and, together with the applications, sends them to the competition commission of the selection round for the selection of applications for their subsequent presentation.

4.9. The Competition Commission evaluates the received applications no later than 10 (ten) business days from the date of receipt of applications.

4.10. Организатор Based on the final scores of the competition commission, the organizer draws up a list of applications ranked by the total score and submits them to the competition commission for consideration.

4.11. The Competition Commission decides on the selection of applications for participation in the final round of the competition based on the ranked list. Decisions of the competition commission are recorded in minutes.

4.12. The organizer notifies the рабочих participants about the form and time of the project defense within 3 (three) business days after receiving the list of approved applications for the final round.

4.13. Projects are presented in an open format.

4.14. The Competition Committee evaluates presentations by assigning points, which is issued in the form of a protocol.

4.15. The winners of the contest are the participants who scored the maximum number of points based on the results of the presentation defense.

4.16. The main prizes of the Competition are allocated grants for the first, second and third prize places respectively without taking into account all mandatory payments to the budget.

4.17. The Organizer enters into a Grant Agreement with the grantee. The agreement is accompanied by a calendar plan and cost estimates adjusted in accordance with the allocated amount of funds.

4.18. The contract is concluded for the entire duration of the project implementation.

4.19. Funding is provided to KazNRTU on the basis of the order of the Chairman of the Management Board-Rector and the concluded grant financing agreement.

4.20. Grantees submit to the organizer interim reports for each quarter, as well as a final report on the completion of the project, including a financial report on the use of grant funding.

4.21. The Organizer monitors the implementation of projects by grantees in order to analyze the intended use of the allocated funds and achieve the expected results.



**Record of Changes** \_\_\_\_\_*document designation*

Sequence number Change sequence number	Document section, item of the document	Type of change (replace, cancel, add)	Number and date of notification	Amendment made	
				Date	Surname and initials, signature, position

Approved by the decision of the Board from «\_13\_»\_01\_ 2023. №\_1\_