



1.0 Guidelines and Requirements for Accessing TETFund Entrepreneurship Development Intervention Funds

1.1 Requirements

- a) A letter of request duly signed by the Head of the Institution;
- b) Submission of a Framework relevant to immediate business environment of the Institution, outlining means of attracting investments, including foreign direct and venture capital investments;
- c) Submission of evidence of a functional and properly constituted Technical/Advisory Committee which should include entrepreneurial experts and business owners (provide list of members, their affiliation and evidence of business ownership);
- d) Confirmation of at least five (5) existing or emerging business firms/industry collaborations related to the Institutions' Entrepreneurship Study Centre; and
- e) Submission of detailed description of proposed project(s) laid out in accordance with the requirements in item 3.2 (a) & (b).

1.2 Guidelines

1.2.1 Utilization of Funds

- a) Thirty percent (30%) of Allocation shall be used for capacity building of Entrepreneurship Study Center (ESC) staff and selected students on Employability, Technology hub and incubator operations, University-Industry Collaboration/ Science to Business Marketing and Technology Transfer and Commercialization; and
- b) Seventy percent (70%) of the Allocation shall be utilized for the implementation of the established Framework upon approval which will include provision of support services to existing small medium enterprises (SMEs), procurement of necessary resources required in the ESC, establishment of units for local economic development, technology transfer & commercialization (which will interface with Research Offices and Centres of Excellence where applicable).

1.2.2 Performance/Resource Utilization Monitoring & Reporting Template

- a) Develop the ability to track, measure, and report on the performance of the ESC's initiatives across all areas of its efforts;
- b) Having in place a functional and dynamic website for the ESC to be supported that can also be accessed via at least one major knowledge gateway;
- c) The ESC shall operate through seminars, workshops, speaker series and other events to help students and entrepreneurs; and
- d) The ESC shall provide facilities such as technology equipment, discovery and ideation room, demonstration room, community and collaboration room, education room and maker's space to build strong connections globally.

The approved guidelines and requirements are expected to guide the Institutions in accessing the Entrepreneurship Development Intervention funds.