

## IXA UvA Informatics Feasibility Fund

### Conditions for the award and spending of funding within the UvA Institute of Informatics

#### Considering that:

- The Initiator has developed a project concerning xxxxx (the “Innovation”), wishes to develop this Innovation into a marketable product or service and for this reason has submitted an application to the IXA UvA Informatics Feasibility Fund (“Funding”) for funding;
- The IXA UvA Informatics Feasibility Fund is intended to stimulate Innovations by Information Science students at the University of Amsterdam (UvA) and provides funding under specific conditions;
- The fund is managed by IXA UvA.
- The Initiator wishes to be considered eligible for funding from the IXA UvA Informatics Feasibility Fund as shown in the attached Application Form (**Annex 1**), in which it has set out the activities planned, the associated time schedule and the budget estimate for the respective Funding;
- IXA UvA has established that the Initiator is eligible for Funding under the following conditions;

#### 1. General

- a. The Initiator has access to the Innovation and, with the help of the money awarded by the Financing Fund, will perform the activities described in the development roadmap and the accompanying budget overview (which forms part of **Annex 1**).
- b. The Initiator will spend the Funding Money on the activities described in further detail in the attached Application Form (**Annex 1**), that sets out the activities planned by the Initiator, the associated time schedule and a budget estimate;

#### 2. Conditions for issue of Funding Money

- a. The IXA UvA Informatics Feasibility Fund is making available a sum of € 5,000 (five thousand euros) to the Initiator during the term of up to 1 year following the date of signature.
- b. The Initiator will repay to UvA the total sum made available within 3 years of the date of signature. After further consultation, an interest-bearing period for the payment arrangements can be agreed.
- c. If it emerges that the Initiator was unable to successfully put the Innovation into operation after 3 years of the date of signature, the repayment obligation will expire. The Initiator should submit a request for remission for this purpose to IXA UvA that includes reasons and conclusive supporting documents.
- d. The Funding is made available in the form of an IXA UvA budget as a WBS number where the Initiator can submit expense statements of up to 5 thousand euros.

- e. If the Initiator intends to use the Funding for activities other than those stated in the application (Annex 1), it should obtain prior written permission from IXA UvA.
- f. The Initiator will ensure the timely submission of invoices in the name of UvA concerning the costs incurred in connection with the Funding Activities and will submit copies of quotations and order confirmations to IXA.
- g. IXA UvA will only proceed to pay the invoices once the Initiator has informed IXA UvA whether the products or services supplied by the third parties to the Initiator meet the terms and conditions agreed between the Initiator and the party providing the product or service.
- h. The Initiator undertakes to provide a written report on the final results to IXA UvA within 1 month of the term of the funding in accordance with **Annex 2**, accompanied with a concise financial justification of the money spent. IXA UvA may place further requirements for the manner in which this reporting should occur.
- i. The Funding Money will be reclaimed by IXA UvA from the Initiator:
  - if reports on the activities and financial transactions are missing or insufficient. This is at the discretion of IXA.
  - at the moment that the Initiator spends the Funding Money on purposes other than those stated on the Application Form or as further agreed between the Initiator and IXA UvA.

### 3. Publicity

UvA is entitled to publicise the results achieved by the Initiator in an anonymised form through press publications, meetings and other forms of information exchange. UvA will give the Initiator the opportunity to evaluate the aforementioned publication for confidential information by submitting it to the Initiator at least 1 month before the submission of that publication. UvA will notify the Initiator in advance if the name of the Initiator is mentioned.

#### For agreement:

**Initiator**

**Director of IXA UvA**

Name:

Name: Dr M. Leloux

Address:

Date:

Date:

**Annex 1: Application Form**

## IXA UvA Informatics Feasibility Fund

### Pitch

Provide the essence of your idea in a few sentences

### Problem

What is the challenge or opportunity you are focusing on?

### Solution

What is your solution?

### Market

What is the size of the total market you operate in? What is the size of the market that is directly accessible to you?

**Product details**

Which important features does your product have that provide a solution to the problem?

**Development roadmap**

#	Milestone	Description
1		
2		
3		
4		
5		
N		

**Budget**

How will you spend the €5,000?

Expense	Amount


**Future business model**

How will you proceed after tests have been successful or how will you incorporate the learnings from the experiment?

**Enclosure 2: Report format**

**[Name of Initiator]**

**Final report on the spending of the Funding Money**

Name:

Name of contact at IXA:

Report period:

Date of report:

I am hereby submitting a report how the Funding money was spent as awarded under the terms and conditions in a decision dated

**1. SCOPE**

[ *General introduction, which provides an outline and states the unique aspects and functional benefits* ]

**2. ISSUE**

The Funding Money will be used for the following purposes:

- A
- B
- C

C. Overview of invoices and payment status

[...]

**3. BUSINESS CASE**

[...]

D. Relevant information from discussions

[...]

I trust that I have provided you with sufficient information.

Kind regards,

Initiator

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Annexes:

- Expense statements, invoices, copies of payments, transfers.