

**Reimbursement of Expenses for Startups Operating from Leased/ Privately Owned  
Premises Scheme**

**1. Preamble to the Policy**

Government has approved and notified the Goa Start-up Policy 2017 with a vision to make Goa one of the most preferred start-up destinations of India. The objective of the policy is to make Goa an aspirational geographical and human resource base for Start-ups. The objective is to invite the best entrepreneurial minds and build a robust start-up eco-system in the State. The policy contains various incentives for Start-ups and to avail the benefits of these incentives, the Government has proposed many schemes under the policy.

**2. Short title and commencement-**

This scheme shall be called “Reimbursement of Expenses for Startups Operating from Leased/Privately Owned Premises Scheme”.

**3. Benefits under the scheme-**

3.1. For start-ups that operate from privately owned premises-

3.1.1. The cost towards internet connectivity, software license fees, and cloud services fee, will be reimbursed subject to an upper limit of INR 1 lakh per quarter for a period of one year. This benefit can be availed by 20 start-ups each year which shall be selected by the SPC as per its guidelines.

3.2. For start-ups that operate from rented premises,

3.2.1. The cost towards internet connectivity, software license fees, and cloud services fee, will be reimbursed subject to an upper limit of INR 1 lakh per quarter for a period of one year. This benefit can be availed by 20 start-ups each year which shall be selected by the SPC as per its guidelines.

3.2.2. For local start-ups which operate out of rented premises, a lease rental subsidy of up to INR 20/- per square foot per month will be reimbursed quarterly for a period of up to two years. This incentive is subject to a cap of INR 3 lakh per annum and can be availed by 25 start-ups each year which shall be selected by the SPC as per its guidelines.

3.3. A start-up can only avail the benefits either as per clause 3.1 or clause 3.2 at any given time.

3.4. Under no circumstance shall the benefits under this scheme be considered an entitlement. The SPC shall reserve the sole right to accept or reject applications.

**4. Eligibility-**

4.1. All Start-ups certified by the Start-up Promotion Cell (SPC) having a valid start-up certificate number which are not using any government developed co-working spaces/ incubators/ accelerators for their operations are eligible to apply for this scheme.

4.2. The bank accounts of the Directors of the company should be linked to Aadhaar.

4.3. The benefits of lease rental subsidy are applicable only for Local start-ups and only for a period of two years.

4.4. Only expenditure incurred after notification of Goa Start-up Policy 2017, being within the validity of this policy and paid for digitally will be considered for reimbursements under this scheme. In case digital payments are not possible then it shall be up to the SPC to admit the expenditure as per its guidelines.

*Provided that for the purpose of this scheme “Local start-up” shall mean a start-up in which at least 50% equity/share is held by one or more Goans continuously since the time of inception.*

*Provided also that for the purpose of this scheme the term “Goan” shall mean:*

*1. Person born in the State of Goa; or,*

*2. Person having domicile for 10 years or more in the State; or,*

3. Spouse of a person covered under any of the conditions mentioned in (1.) and (2.), through marriages registered in Goa

**5. Procedure for filing and disbursement of claims-**

- 5.1. Start-ups who desire to claim incentives under this scheme shall submit the application form to SPC along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal to the SPC.
- 5.2. Based on the evaluation of the SPC, the approved amount shall be reimbursed.
- 5.3. The SPC shall be the competent authority to solely accept or reject any claims filed by the Start-ups. The decision of the SPC shall be final and binding.
- 5.4. The applicant can apply for this scheme at any time of the financial year but only within 6 months of incurring the relevant expenditure.
- 5.5. The applicant can avail the benefits of this scheme bi- annually/ annually.
- 5.6. The applications received by the SPC under this scheme shall be evaluated and approval or rejection shall be notified within 45 days from receipt of the application by the SPC. Once the application is approved by the SPC, the approved amount shall be disbursed within 60 days from the date of approval.

**6. Documents required for claiming the incentive-**

S No	Document
1.	Copy of Aadhaar card of Director/ CEO*
2.	Birth Certificate/ Domicile Certificate/ Marriage Certificate*
3.	Copy of valid registered Lease Deed*
4.	Original proof of payment towards lease*
5.	Copy of Income Tax filings showing the total rent amount*
6.	License details of software purchased
7.	Copy of original bills from company certified vendors
8.	Original Proof of Payment for Software/ Internet/ Cloud*
9.	The form and documents as mentioned in Annexure 1