Manual For Startup/Innovator

Seed Support for Piloting

Application manual

A step-by-step guide to registering on the i-Hub Gujarat portal and applying for Piloting Support under SSIP 2.0.

The process at a glance

PART A Steps 1–8
Registration & profile

Create your account, pick a role, complete the five profile sections and get the profile approved by the i-Hub admin team.

→ Allow 24 hours for approval.

PART B Steps 9–20
Piloting Support application

Open the Piloting section, download the templates, fill in the eligibility, product & pilot plan and budget sections, upload documents and submit.

→ Have all six documents ready first.

What you will need

Download the templates from the Piloting › Apply page (Step 12) and prepare everything before you start filling in the form.

Document	What it is
Piloting Budget Guidelines	DOCX template. Read before preparing the Budget Plan.
Piloting Plan with Timeline	DOCX template. Pilot activities and timeline in the prescribed format.
Letter of Intent (LOI)	DOCX template. Consent letter from the pilot host organisation, institute, agency or end user.
Prior Art Search / Market Research Report	DOCX template. Prepared using the prescribed format.
Piloting Pitch Deck	PPTX template. Your latest deck, maximum 10 slides.
Quotation	From the piloting site / organisation / institution, for the pilot-related costs.
Supporting proofs	ID proof, CVs / degrees, SSIP 2.0 or DPIIT proof, eligibility certificate or reference number.

PART A

Registration and Profile

Create your i-Hub Gujarat account and get your profile approved. Steps 1 to 8.

01 **Visit the i-Hub Gujarat portal**

Go to ihubgujarat.in in your browser.

02 **Click Register / Login**

The button is at the top-right of the home page.

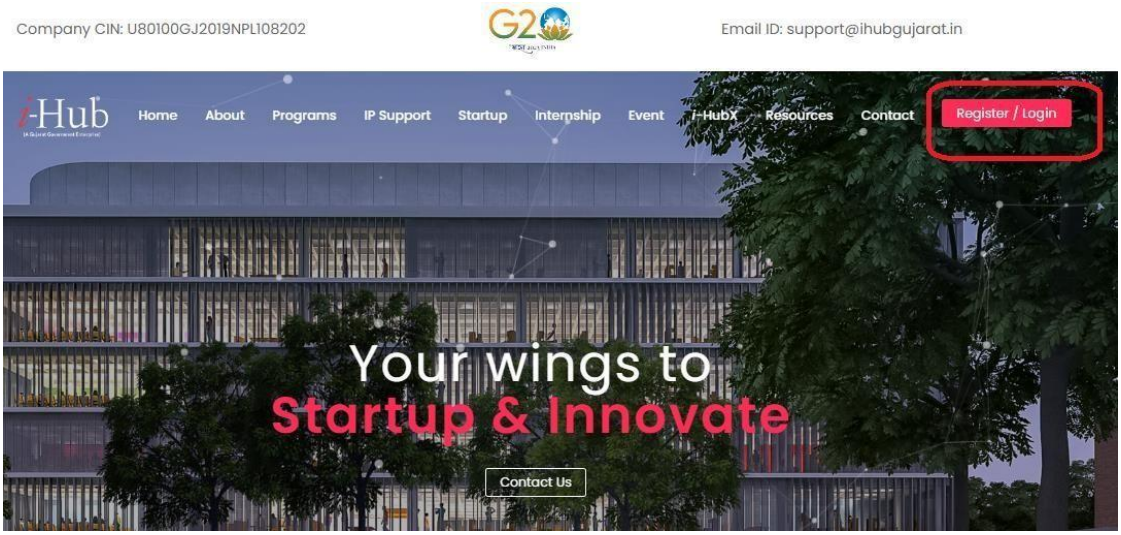


Figure 1. i-Hub Gujarat home page with the Register / Login button.

03 **Click Register Here**

On the Sign In page, use the Register Here link below the Login button.

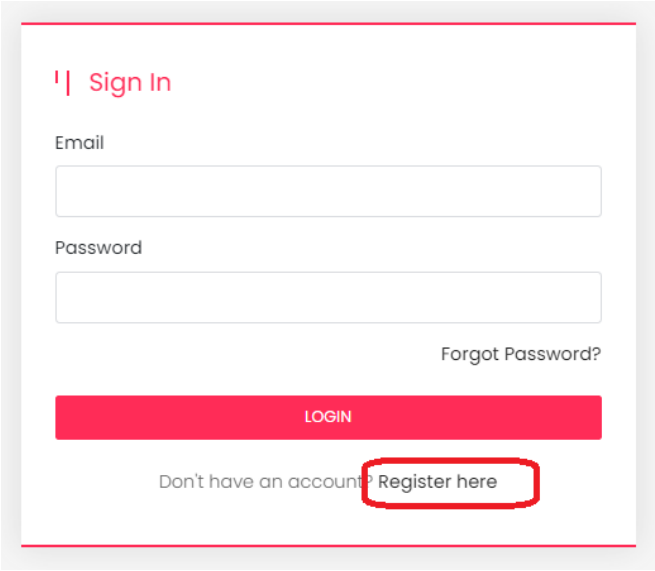
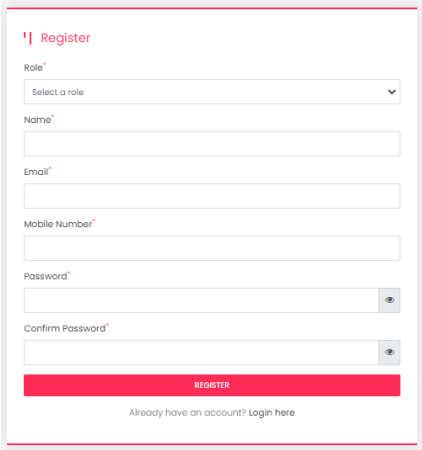


Figure 2. Sign In page with the Register Here link.

04

Select your role and fill in the registration form

Add the name, email ID and mobile number of any Founder / Promoter / Director / Inventor. Choose the role that matches your current status:



Startup
An entity registered as a partnership or incorporated as an LLP or Private Limited company.

Innovator
An individual working on an innovative product or process, with no registered entity.

Student
Any current student.

05

Log in and complete your profile

Fill in all five profile sections: Basic, Idea, Legal, Company and Other Information.

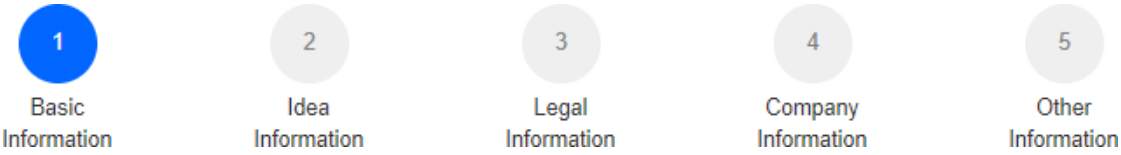


Figure 3. The five profile sections.

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Submit the profile for review

After completing the Basic Profile, click **Profile Ready for Review**.



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Wait for admin review

The i-Hub admin team reviews the submitted profile, communicates any corrections needed, and then approves it. Please allow 24 hours after submission.

08

Receive your approval

Once approved, you will receive a confirmation email on your registered Email ID. You can now apply for Piloting Support.

PART B

Applying for Piloting Support under SSIP 2.0

Open the Piloting section, prepare the templates, complete each section of the form and submit. Steps 9 to 20.

09

Open the Piloting section

Log in to your i-Hub Gujarat account. From the dashboard, expand **Piloting** in the left-side menu and select **Apply**.

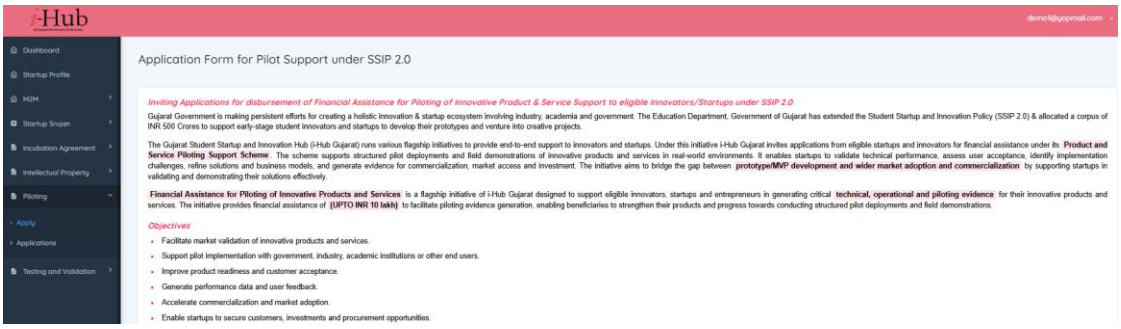


Figure 4. Open the Piloting menu and choose Apply.

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Read the scheme details

The Application Form for Piloting Support under SSIP 2.0 opens. Read the scheme information, eligibility requirements and supported stages before proceeding.

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Check your eligibility

Make sure you meet at least one of the listed eligibility conditions and that your work falls within one of the stated stages or activities.

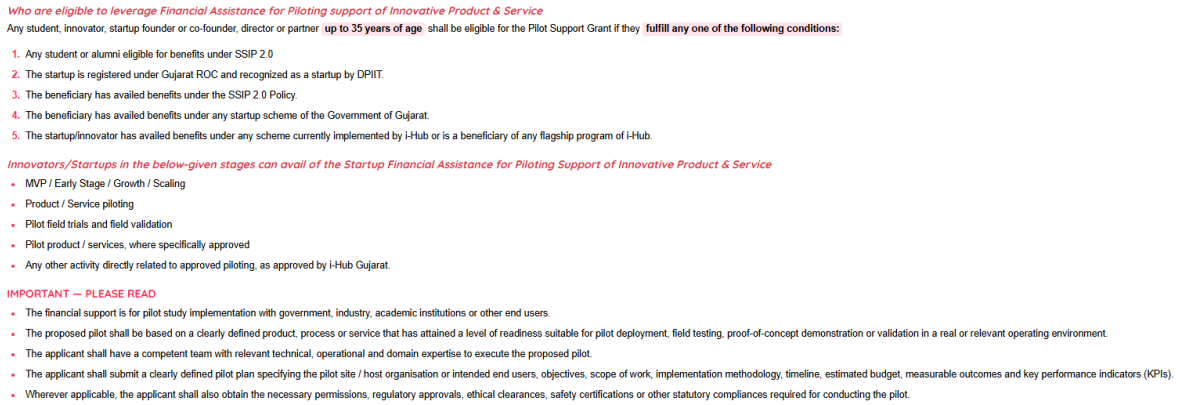


Figure 5. Eligibility conditions and the stages covered by the scheme.

12 **Download the templates**

Go to the Templates & Reference Documents section and download every template before starting the application. Prepare these six documents:

a) **Piloting Budget Guidelines (DOCX)** — read the guidelines carefully before preparing and filling out the Budget Plan.

b) **Piloting Plan with Timeline (DOCX)** — a detailed Pilot Plan with the proposed activities and timeline in the prescribed format.

c) **Letter of Intent (DOCX)** — a Consent Letter / LOI from the pilot host organisation, institute, agency or end user, in the given format.

d) **Prior Art Search / Market Research Report (DOCX)** — prepared using the prescribed template.

e) **Piloting Pitch Deck (PPTX)** — your latest pitch deck in the provided presentation format.

f) **Quotation from the piloting site / organisation / institution** — a quotation for the pilot-related costs, issued by the organisation where the pilot will be conducted.

Note

All six documents must be completed using the respective templates and contain accurate, relevant information.

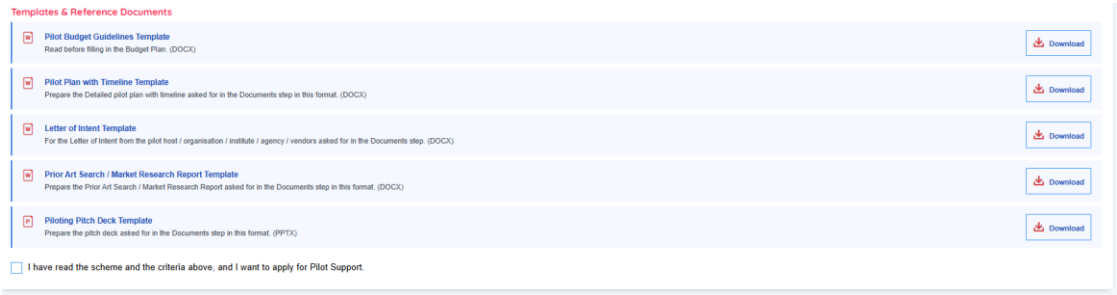


Figure 6. Templates & Reference Documents section.

13 **Start the application**

Upload the prepared documents in their respective sections of the application form and complete the remaining required details.

14 **Complete the Eligibility section**

Select one or more of the eligibility criteria that apply to your startup or innovation:

a) Startup registered with Gujarat ROC and recognised as a startup by DPIIT.

b) Eligible for benefits under SSIP 2.0.

c) Have availed benefits under SSIP 2.0.

d) Have availed benefits under a startup scheme of the Government of Gujarat.

e) Have availed benefits under a scheme of i-Hub Gujarat, or are a beneficiary of an i-Hub Gujarat flagship programme.

Important

- Tick at least one applicable eligibility option.
- Provide the relevant reference number or certificate number.
- Attach the supporting proof for the selected eligibility criteria.
- Check that the information and uploaded documents are accurate before moving to the next step.



Figure 7. Eligibility step of the application form.

15 **Complete the About Your Product / Service section**

In Step 2 of 5 (Product & Pilot Plan), provide the requested details about your product, process or service to be piloted: its name, the problem it solves, its USP and current stage.

16 **Complete the Pilot Plan section**

This is one of the most important sections of the application. On the same page, give specific and detailed information about the proposed pilot: host organisation, type of pilot partner and activity, location, objectives and scope, methodology, measurable outcomes / KPIs, expected start date, duration and approvals needed.

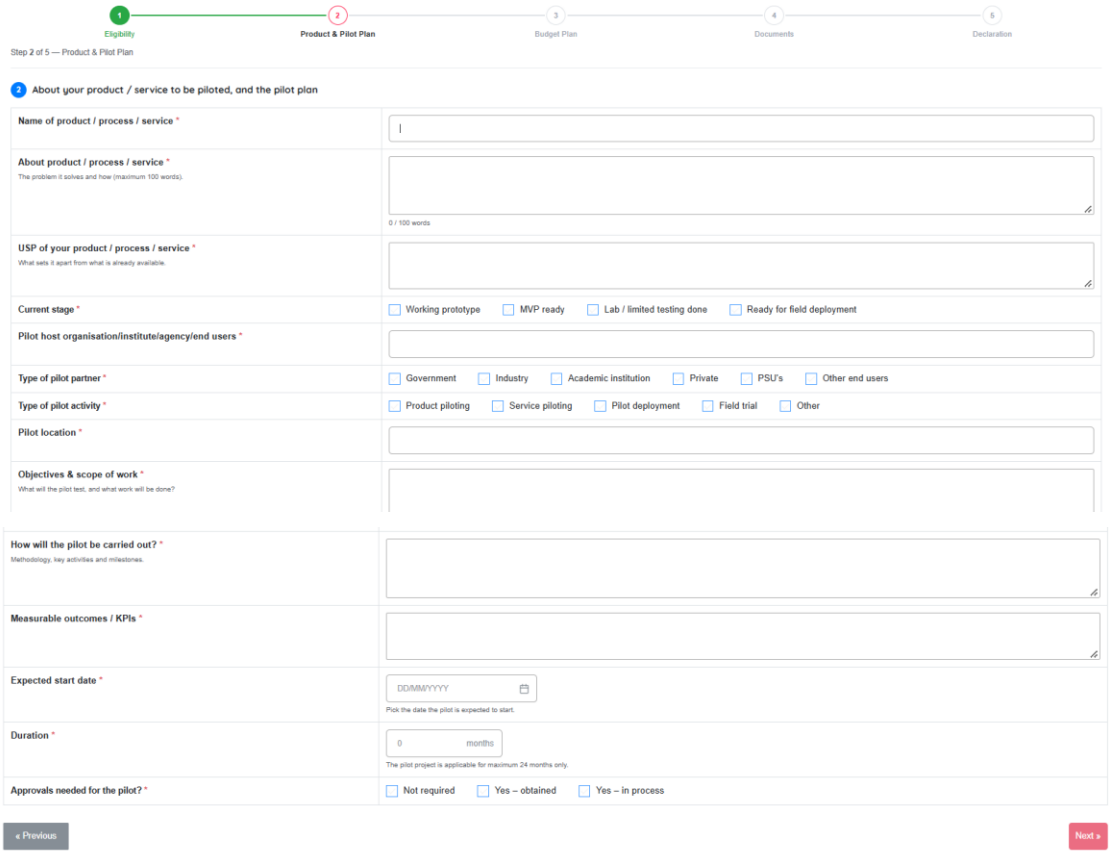


Figure 8. Product & Pilot Plan section (Step 2 of 5).

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Complete the Budget Plan section

Proceed to Step 3 – Budget Plan and enter the estimated expenses for each piloting activity you are applying for. Only pilot-related expenses are allowed.

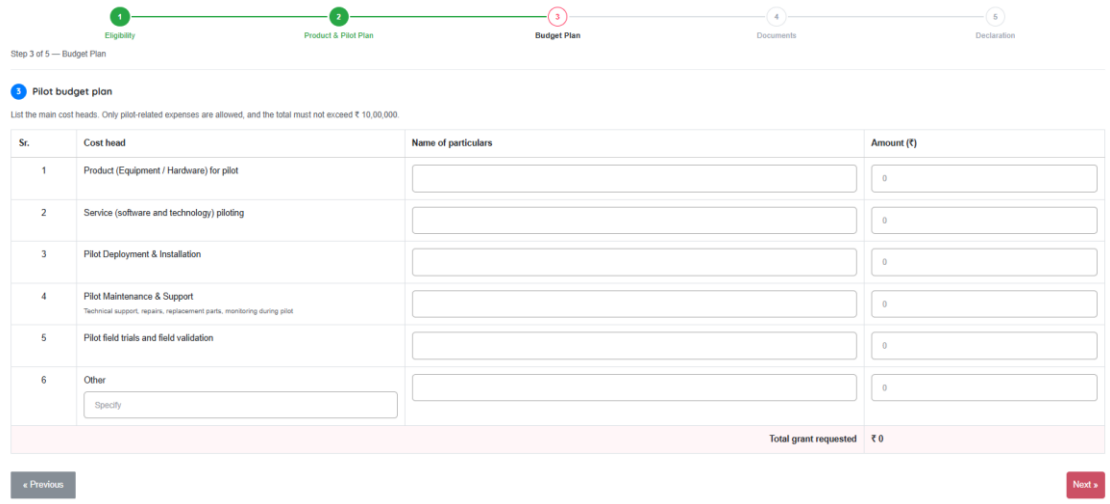


Figure 9. Budget Plan section.

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Upload supporting documents

Upload all required files in **PDF, JPG or PNG** format, **under 5 MB each**: Quotation, Letter of Intent, pitch deck (maximum 10 slides), budget plan, ID proof, CVs / degrees, SSIP 2.0 / DPIIT proof and market research report. Then click Next to go to the declaration.

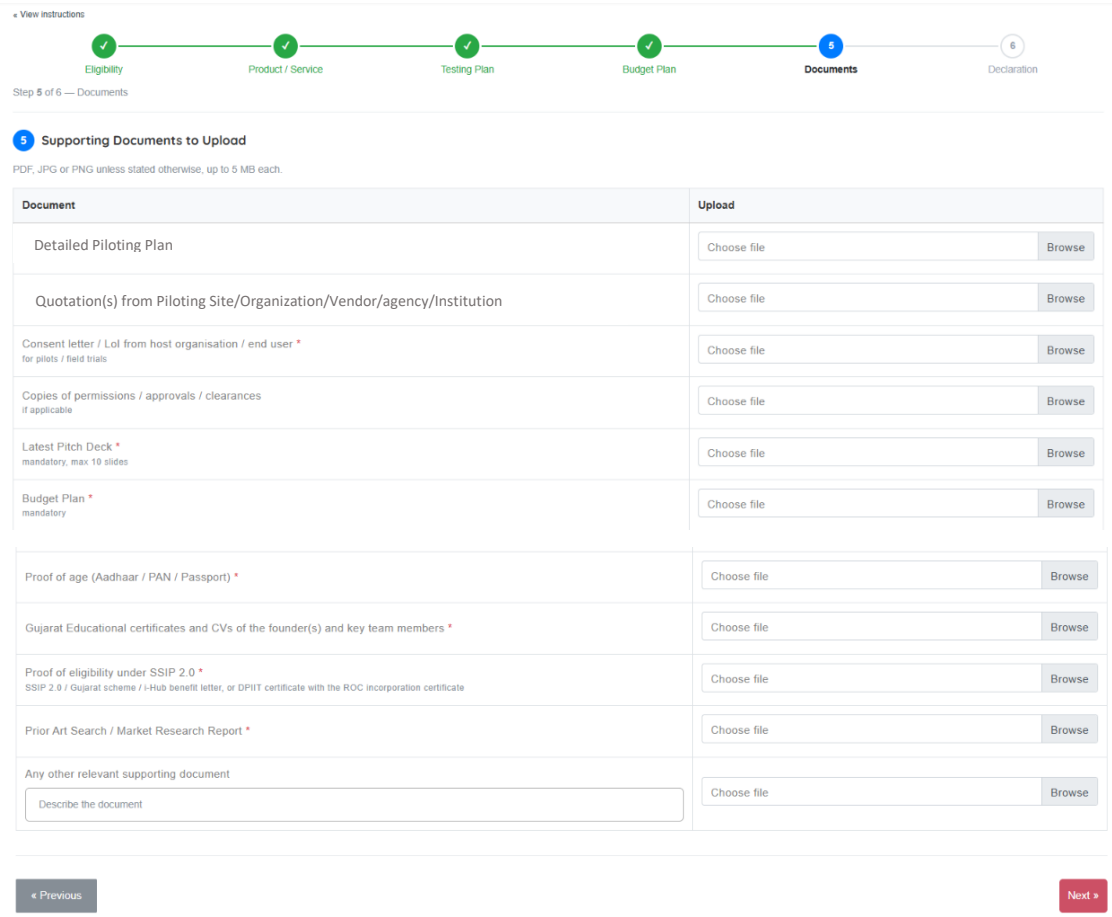


Figure 10. Supporting documents to upload.

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Complete the declaration and submit

Tick the checkbox for every uploaded document, replace the placeholder's name with your full name, add your signature and place, accept the declaration terms, and click **Submit Application**.

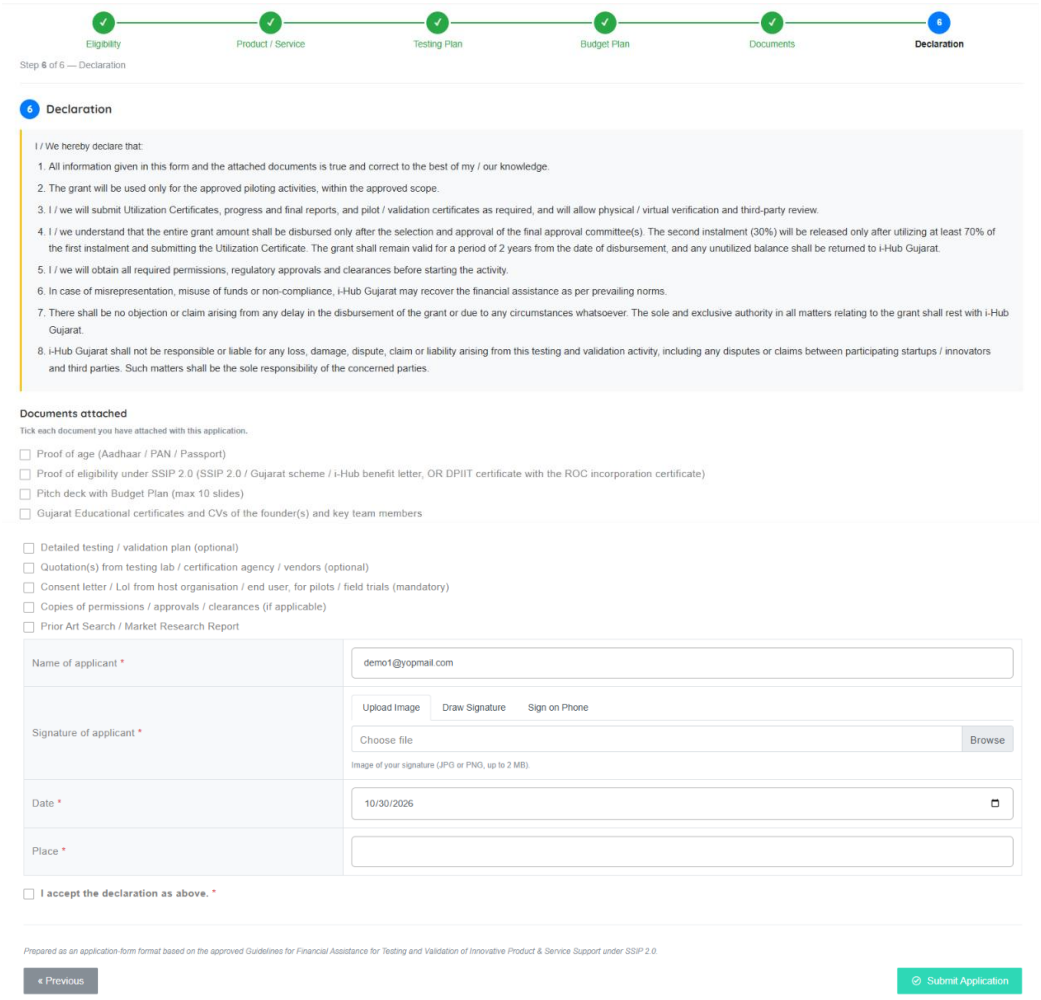


Figure 11. Declaration and Submit Application.

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After submission

Once your application is submitted successfully, the i-Hub team will contact you about the next steps.

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