

UNIVERSITY OF DEBRECEN



Student Proof of Concept program

Guidelines for using the support

Academic year 2020/2021

September 2020

Guidelines

for the implementation of projects supported by the Student Proof of Concept program of the University of Debrecen

1. Rules for support

- 1.1. These guidelines (hereinafter: the Guidelines) set out the rules for the implementation of project proposals (hereinafter: the Project) supported by the Student Proof of Concept (hereinafter: SPoC) program coordinated by the University of Debrecen (hereinafter: the University).
- 1.2. In the event of the award of the support (hereinafter: Support), the rules set out in the Guidelines and the current call for proposals together determine the conditions governing the implementation of the Project.
- 1.3. In connection with the implementation of the Project, the entire agreement between the Supported Student Team and the University of Debrecen consists of the following documents:
 - i) The support agreement between members of the Supported Student Team and the University
 - ii) These Guidelines
 - iii) Project documentation mutually accepted by the Supported Student Team and the University, in particular documents and information uploaded during the Project Plan, the budget forming part of the Project Plan and the online application
- 1.4. The Project budget will be finalized jointly by the mentor appointed by the University and the Student Team, taking into account the rules and restrictions governing the use of the support.

2. The role of the University of Debrecen

- 2.1. The University provides funding to the Supported Student Team for the implementation of the Project, as well as professional and administrative support for the use of the awarded funds. With respect to the Project, the University is not affiliated in any other way with the Supported Student Team and fully disclaims any responsibility in connection with its implementation or the use of the results generated during the Project.

3. Payment of the support

- 3.1. The condition for the payment of the support is that the members of the Supported Student Team sign a support agreement in which they accept the rules of the SPoC program and the provisions of these guidelines as binding on them.
- 3.2. The Supported Student Team is obliged to return the signed support agreement to the university contact person indicated in Section 11 within the deadline announced by the University in writing at the same time as the notification of the decision. If the signed agreement is not returned within the prescribed deadline, the University will consider the application withdrawn.

- 3.3. The Supported Student Team can use the amount of the support through the University from the financial center opened for this purpose. The head of the financial center is a mentor appointed by the University and employed by the University (hereinafter: Mentor). The Mentor is entitled to certify costs to the financial center and initiate payments from there.
- 3.4. The condition for the use of the support is the entry into force of the support agreement and the confirmation that the leader of the Supported Student Team has an active student status in the first half of academic year 2020/2021. The Supported Student Team initiates the use of the resource at the Mentor.
- 3.5. The support can be used in two instalments, aligned with milestones. The use of the second instalment is conditional on the adoption of the interim report and the achievement of the objectives related to the first milestone. The University decides in its sole discretion whether the Supported Student Team has completed the tasks assigned to the milestone.
- 3.6. If the Supported Student Team is not able to complete the planned activities by the closing date of the Project, the University may, in its sole discretion, decide to allow an extension of up to 2 months to continue the Project. If the Team has not used up all the support awarded, the University may, at the request of the Team, authorize the use of the remaining resources by a decision taken in its sole discretion.

4. The use of support

- 4.1. The beneficiary of the SPoC program is the Supported Student Team, who can use the awarded support through the administrative system of the University, according to the budget included in the Project. During the implementation of the Project, the regulations and relevant procedures of the University of Debrecen shall apply in full to personal employments and wage payments, procurement, contracting, financial management activities and all other activities.
- 4.2. The Supported Student Team may only use the support for the implementation of the Project on the basis of the budget attached to the support agreement. The support cannot be used for the following purposes and activities, among others:
 - (a) Personal allowance for members and close relatives of the Supported Student Team (including wage and commission), except for good cause, unless the Project cannot be implemented otherwise in the given circumstances;
 - (b) to purchase IT equipment (e.g. laptop, mobile phone, monitor, printer and other office equipment);
 - (c) any activity not directly aimed at the implementation of the Project.
- 4.3. The Supported Student Team prepares a complete professional documentation on the use of the awarded support, which is handed over to the University at the latest at the same time as the final report. The documentation covers, among other things, the documentation of the activities performed by the personal contributors and the verification of the performance of the ordered services.

5. Responsibilities of the Supported Student Team

- 5.1. Members of the Supported Student Team are jointly and severally liable for all acts and omissions related to the implementation of the Project. The implementation of the Project is the sole

responsibility and obligation of the Supported Student Team, including bearing the resulting risks and possible damages and assuming liability to third parties.

- 5.2. The Supported Student Team is responsible for the use of the support for the purposes of the Project and undertakes to bear any costs that may be incurred in addition to the awarded support.
- 5.3. The Supported Student Team appoints the team leader in the Project Plan (hereinafter: Team Leader). Team leader can only be a full-time student of the University of Debrecen with active student status. All members of the Supported Student Team undertake to devote their time and resources to the fullest possible extent necessary for the implementation of the Project.

6. Intellectual property and share

- 6.1. If the Supported Student Team does not use university resources for the implementation of the Project, excluding the use of the Support, the right to use the intellectual property generated during the implementation of the Project, including the results related to the prototype and market research, shall belong to the Supported Student Team. University resources are understood to mean both tangible (e.g. tools) and intangible assets (technologies, expert capacity) owned by the University of Debrecen.
- 6.2. If the implementation of the Project requires the use of university tools, technologies, know-how or other university resources, the right to use the intellectual creations created during the implementation of the Project belongs to the University. The Supported Student Team will receive a license to use these intellectual creations to the extent that the Project is implemented, during the duration of the Project. If the Supported Student Team wishes to utilize the results of the Project generated in accordance with this Section 6.2 commercially, it is necessary to provide for this within the framework of a license agreement established on the basis of a separate agreement.
- 6.3. The University reserves the right to enter into negotiations with the selected Student Teams prior to the signing of the Support Agreement in order to that UD-Ventures Kft, 100% owned by the University, acquire at least a 6% share in the company established for the marketing of the product / service developed in the Project, in return for the Support or for innovation, business development or any other incubation service provided in addition to the value of the Support. In this case, contrary to the provisions of Section 3.1, the disbursement of the Support is conditional on the signing of an agreement / preliminary contract to this effect. The exact size of the share depends on the current value of the Project and the range of incubation services provided by the University or UD-Ventures Kft to the Supported Student Team.

7. Confidentiality

- 7.1. The documents submitted by the Supported Student Team and the information and data contained therein shall be kept secret by the University of Debrecen and shall not be disclosed without the prior consent of the Supported Student Team. Otherwise, the members of the Supported Student Team, by signing the support agreement, agree that the University will use non-confidential information in order to comply with the mandatory application and other rules governing the marketing and promotional purposes of the SPoC program and the University of Debrecen.

- 7.2. For marketing and promotional purposes, the University may use in particular the title and topic of the supported Project, the names of the members of the Supported Student Team and important events and summaries related to the implementation of the Project (e.g. milestone completion, Project closing, public summary of Project implementation).
- 7.3. Members of the Supported Student Team undertake to assist, to the best of their knowledge, in promoting the SPoC program by attending events or online meetings and sharing public information about the Project. Members of the Supported Student Team also undertake to participate in SPoC-related events at the request of the University.

8. Warranty commitments

8.1. The Supported Student Team warrants the following:

- a) The information provided during the application and related to the implementation of the Project, to be published later, is complete and authentic to the best of the Team's knowledge;
- b) The Project Proposal is based on an original idea and does not infringe the intellectual property rights of third parties;
- c) The leader of the Supported Student Team is always a student of the University of Debrecen with active student status;
- d) Members of the Supported Student Team have no obligation to third parties that violates the provisions of these Guidelines or endangers the implementation of the Project;
- e) No member of the Supported Student Team is a full-time employee of the University of Debrecen;
- f) Members of the Supported Student Team will implement the Project with the care expected of them, in accordance with the rules and spirit of the SPoC program.

9. Liability and compensation

9.1. The members of the Supported Student Team are jointly and severally liable for the proper implementation of the Project and the contractual use of the support.

9.2. If the Supported Student Team violates the Support Agreement, including any provision of these Guidelines, and such damage cannot be remedied within 20 days, the University reserves the right to:

- a) suspend the Support and the implementation of the Project with immediate effect;
- b) terminate the Support Agreement with immediate effect;
- c) claim damages from members of the Supported Student Team up to the amount affected by the irregularity;
- d) in the event of bad faith by any member of the Supported Student Team, claim compensation equal to the amount of the Support already used.