

## **Kalam Program for IP Literacy and Awareness (KAPILA) 2025-26**

### **Implemented by**

**Ministry of Education's Innovation Cell (MIC) & All India Council for Technical Education (AICTE)**

#### **1. Introduction:**

The scheme provides financial assistance to the institutions that are part of the Higher Education Institutions for filing patent. 'Kalam Program for IP Literacy and Awareness (KAPILA)', which will create appropriate awareness regarding the need of IP filing, mechanism, and methodology involved in filing IP in India and globally, especially amongst students and faculty of higher education institutions.

#### **2. Objective**

The objective of KAPILA is to recognise, facilitate and felicitate the Intellectual Property, innovations, and best practices in HEIs.

KAPILA will help in establishing the much required IP filing ecosystem in large number of education institutions and thus create a culture of systematically protecting new ideas, research, and innovation having national and global relevance.

#### **3. Eligibility for reimbursement of Patent & Design applications**

- i. The program is open to all Higher Education Institutions (HEIs) located in India.
- ii. Patent & Design applications filed by HEIs with the Indian Patent Office on or after 1st January 2024, and submitted on the KAPILA portal on or after 1st March 2025, will be eligible under the KAPILA Scheme for reimbursement in the financial year 2025-26.

#### **4. How to Apply for reimbursement of Patent Application Fees**

- i. Higher Education Institutions are required to register on the KAPILA portal (<https://kapila.mic.gov.in>) using their AISHE/AICTE code with a dedicated email id.
- ii. Institutions are requested to nominate a Nodal Officer to handle all communications with KAPILA team and applications processes.
- iii. Online submission of patent application details/data, including the 12-digit patent application number, title of the patent, date of filing, and details of the applicant/co-applicant on KAPILA portal.
- iv. Upload the required documents, including the Minutes of Meeting (as per the prescribed format), Statement of Expenditure (as per the prescribed format), and receipts of patent application filing and examination from the Indian Patent Office (G.A.R. 6). The Format of Minutes of Meeting & Statement of Expenditure provided in the download section of KAPILA portal.

5. How to Apply for reimbursement of **Design Application Fees**

- i. Higher Education Institutions are required to register on the KAPILA portal (<https://kapila.mic.gov.in>) using their AISHE/AICTE code with a dedicated email id.
- ii. Institutions are requested to nominate a Nodal Officer to handle all communications with KAPILA team and applications processes.
- iii. Online submission of design application details/data, including the 6-digit design application number, title of the design, date of filing, and details of the applicant/co-applicant on KAPILA portal.
- iv. Upload the required documents, including the Minutes of Meeting (as per the prescribed format), Statement of Expenditure (as per the prescribed format), and receipts of patent application filing from the Indian Patent Office (G.A.R. 6). The Format of Minutes of Meeting & Statement of Expenditure provided in the download section of KAPILA portal.

6. **When to Apply**

Applications will be invited throughout the year (Application will be processed/evaluation will be carried out and funding will be released phase wise)

7. **Application Processing Methodology**

- i. Online submission of shortlisted application details (title of the patent, date of patent filed, applicant/co-applicant details, copy of receipt of the patent application fee) by the institution through KAPILA portal
- ii. Screening/ scrutiny of the submitted applications to check for correctness of data at Institution Level.
- iii. The final decision will be taken by the MoE's Innovation Cell (MIC), keeping in view the expert committee's recommendations and the availability of funds for the scheme.
- iv. After the MIC's approval, the total Sanctioned grant will be sent to the institution on reimbursement mode.

8. Guidelines for the formation of committee, selection, and submission of Unique Innovation

- i. Every institution keen on seeking funds for filing a patent need to form a committee as per KAPILA Committee, Institution's Innovation Council (IIC)/ National Innovation and Start-up Policy for Students and Faculty - "All institution's decision-making body with respect to incubation / IPR / technology-licensing will consist of faculty and experts who have excelled in technology translation. Other faculty in the department/institution will have no say, including heads of department, heads of institution, deans or registrars".
- ii. All the application for patent filing should be submitted to a **minimum five-member** committee consisting of two faculty members (having developed sufficient IPR and translated to commercialisation), two of the institution's alumni/ industry experts (having experience in technology commercialisation) and one legal advisor with experience in IPR, will examine the patent application. Institution can use alumni/ faculty of other institution as members, if they cannot find sufficiently experienced alumni /faculty of their own.
- iii. Institution IPR cell or incubation centre will only be a coordinator and facilitator for providing services to faculty, staff and students. They will have no say on how the invention is carried out, how it is to be patented.



9. Funding Assistance from MIC/AICTE on reimbursement mode for **Patent Application**

Sr. No.	Particulars	Amount in Rupees
1	Funding support for patent application <b>Filing</b> fee (FORM-1)	₹1,600/-
2	Funding support for <b>Early Publication</b> on first-come, first-serve basis (FORM-9)	₹2,500/-
3	Funding support for <b>Examination</b> fee (FORM-18) Or <b>Expedited Examination</b> fee on first-come, first-serve basis (FORM-18A)	₹4,000/- Or ₹8,000/-

- A maximum of **100 applications per institution** will be allowed for the FY 2025-26.
- Patent applications filed on or after **1<sup>st</sup> January 2024** at the Indian Patent Office will be considered, provided the reimbursement requests are submitted on the **KAPILA portal on or after 1<sup>st</sup> March 2025**.
- An Early Publication Fee of ₹2,500/- per application and an Expedited Examination Fee of ₹8,000/- per application will apply on a first-come, first-serve basis, limited to the first **1,000 Patent applications**. After this limit is reached, only the Filing and Examination Fees will be reimbursed.
- Application wherein only, the filing fees was reimbursed during FY 2024-25, the applicant may submit for reimbursement of Examination Fee in FY 2025-26. **The Last date for submission is 31<sup>st</sup> December 2025**.
- Application under revision during FY 2024-25, they may resubmit their revised application which was filed on or after 1<sup>st</sup> January 2024 at the Indian Patent Office for reimbursement of the filing and examination fees. **The Last date for submission is 31<sup>st</sup> December 2025**.

10. Funding Assistance from MIC/AICTE on reimbursement mode for **Design Applications**

S.No.	Particulars	Remarks
1	Design applications funding support for Filling Fee (FORM-1)	₹1,000/-
2	Design Applications reimbursement to per HEI's	20
3	Upper Limit of reimbursement to per HEI's for Design Application	₹20,000/-

- A maximum funding amount of ₹1000/- per application.
- A maximum of 20 applications per institution will be allowed for the FY 2025-26.
- The maximum funding per institution is ₹20,000/-.
- The patents filed by the HEIs on or after **1<sup>st</sup> January 2024** to Indian Patent Office will be considered. Further, the Applications filed by HEIs on KAPILA portal on or after 1<sup>st</sup> March 2025 will be considered for reimbursement.

11. **Disbursement of the Funds**

- A maximum of 100% of the filing, early publication, examination/expedite examination fee for shortlisted patent applications will be reimbursed upon submission of the receipts as applicable i.e. filing, early publication, examination/expedite examination fee upto 100 patent application only per institute in FY 2025-26. For example, if an institution submits 105 patent applications to KAPILA, funding will be provided for a maximum of first 100 patent applications only which fulfils KAPILA scheme's eligibility criteria.

- ii. Design application filing fees for shortlisted applications will be reimbursed upon submission of the filing receipt upto 20 design application only per institute in FY 2025-26. For example, if an institution submits 25 design applications to KAPILA, funding will be provided for a maximum of first 20 design applications only which fulfils KAPILA scheme's eligibility criteria.
- iii. The sanctioned amount will be released as a grant in aid to the institution.
- iv. Funding will be provided for patents filed by students, faculty, or the institution as applicants or co-applicants. The reimbursement will be transferred only to the institution's bank account and not to any individual account.
- v. The grantee Institution shall adhere to all financial norms and guidelines prescribed by AICTE and the Government of India, as updated from time to time. The GOI General Financial Rules (GFR) must be followed during the utilization of the grant.
- vi. If an institution submits only the receipt for the filing fee, it will be eligible for reimbursement of that specific amount. However, to qualify for reimbursement of the early publication, examination/expedite examination fee, the institution must submit all the receipts, along with the KAPILA application for the respective patent, using the same KAPILA ID.

## 12. Terms and Conditions for HEI's

### a. Expert Committee:

- i. A competent and experienced expert committee should be involved in evaluating patent applications. (Refer to Serial No. 8 - Guidelines for the formation of the committee.)
- ii. HEIs must ensure in-house participation in the patent application process, including faculty, students, and staff.
- iii. Institution may invite any number of experts per evaluation, depending on the number of applications submitted and their convenience.
- iv. The honorarium for experts must be covered by the institution from its own resources. However, the quality of the evaluation process should not be compromised.
- v. The minutes of the Expert Committee meetings and the evaluation reports should be maintained by the institution and submitted to MoE's Innovation Cell as required.

### b. Report and Supporting Document Submission

The institution must submit the report along with the following supporting documents within the prescribed period after filing the patent application for reimbursement.

- i. Original Statement of actual expenditure (reimbursement mode) in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Auditor.

or

In case of self-financing/private institutions, a Statement of actual Expenditure (reimbursement mode) & Utilization Certificate are required to be audited & signed by a Chartered Accountant (with membership no., full address & stamp). Photocopies of formats are enclosed.

- ii. The Utilization Certificate (UC) supported by Audited Statement of Expenditure to the effect that the grant has been utilized for the purpose for which it has been

sanctioned shall be furnished to the AICTE immediately after completion of the scheme. It should contain the head-wise break up of expenditure made from the grant-in-aid provided by the Council. Audited Statement of Expenditure indicating expenditure incurred in the total duration of the scheme in the prescribed format and GFR-19 shall be submitted to the Council.

- iii. Payment proof/fee receipts for patent application filing and examination from the Indian Patent Office (G.A.R. 6) for filing patent/design applications, as applicable, e.g., fee receipts—Form 1, Form 9, Form 18, and Form 18A for patent applications, and fee receipts—Form 1 for design applications.

### 13. **Monitoring**

AICTE/MIC may depute an Officer/Observer to oversee the process.

### 14. **Expected Outcomes of KAPILA Scheme**

- a) Awareness creation regarding the need of IP filing, mechanism and methodology involved in filing IP in India and globally, especially amongst students and faculty of higher education institutions.
- b) Establishing the much-required IP filing ecosystem in large number of education institutions and creating a culture of systematically protecting new ideas, research, and innovation having national and global relevance.
- c) Program will set foundation for institution's participation in MoE's Innovation and Entrepreneurship initiatives such as IIC, ARIIA, Hackathons, NISP, National Innovation Contest, and YUKTI and related programs at MIC and AICTE.
- d) Strengthening the connection of institutions located in Himalayan/North Eastern region/Aspirational Districts with national innovation and entrepreneurial ecosystem enablers.
- e) The initiative encourages the active engagement of students, faculty, and staff in the patent filing process.
- f) Sensitization and Development of a Vibrant intellectual property (IP) filing ecosystem within Higher Education Institutions (HEIs).
- g) The scheme aims to support the filing of up to 15,000 Patent & 5,000 Design Applications annually.

### 15. **For more information, contact us**

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