



DEPARTMENT OF IT, GOVERNMENT OF GOA

INFORMATION TECHNOLOGY POLICY SCHEMES





Land/Built Up Area Rebate Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Land / Built up Area Rebate Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.1 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Land/Built Up Area Rebate Scheme”.

3. Objective & Scope of the Scheme

To provide Land / Built up Area Rebate to the IT Industry in the state of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)



- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. The unit can avail land/ built up area rebate only if the unit has operated from the said office space for a period of more than one year.
- 4.6. For claiming the incentive, the unit should achieve the targets (both investments and employment) mentioned in the business plan.
- 4.7. This rebate will be reimbursed to the companies in three tranches post Commercial Operation Date or from the date of notification of the policy, whichever is later. Units will be subject to evaluation at the end of each installment period to verify eligibility for next installment.
- 4.8. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.9. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance Under the Scheme

- 5.1. **Purchase of Land for creating IT Office Space** - A one-time rebate @ INR 40,000 per male employee (@ INR 50,000 per female employee) will be provided up to 60% of the cost of the land as determined by the Consideration Amount (value as defined in the Stamp Registration/ Sale Deed).
- 5.2. **Purchase of Built Up office space for IT operations** - A one-time rebate will be provided up to 20% of the cost of the space as determined by the Consideration Amount (value as defined in the Stamp Registration/ Sale Deed).
- 5.3. A Unit can avail any one of the above mentioned rebate options. In order to avail this rebate, the Units should have direct employment proportional to the built up space created at the rate up to 80 sft per employee. Direct employees should have been on the rolls of the unit for a minimum period of 12 months.
- 5.4. Incentives under clauses 2.1 and 2.2 above shall be disbursed on a prorata basis as under:



Employees of Goan origin or Goan Graduates	% of Incentive
Upto 30% of employees on rolls of the company	50%
30% to 60% employees on rolls of the company	75%
More than 60%employees on rolls of the company	100%

**In order to avail the benefits of the scheme, the employees should be on the rolls of the company for a minimum period of one year*

- 5.5. For Existing Units, rebate may be claimed on transactions that are made up to 3 years prior to the notification of the policy. For New Units, rebate may be availed on transactions made post notification of the policy. Prescribed guaranties would be taken from the sponsors of the project for the rebate.
- 5.6. This rebate will be reimbursed to the companies in three tranches post Commercial Operation Date or from date of notification of the policy whichever is later.
- 5.7. The maximum rebate under this provision for land purchased would be INR 1.5 crore and for the purchase of Built up space would be INR 1 crore.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.



7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the rebate – Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Occupancy certificate from developer/local authority for said office space	From CAF
7.	3 Year business plan / detailed project report (DPR) with projected investment and employment targets. Business plan will be used as part of the evaluation for payment of subsequent installments of the subsidy	From CAF
8.	Details of employees and percentage of employees of Goan origin	From CAF
9.	Proof of employment for the employees on the rolls for over 12 months (copy of PF contribution or salary slip or other relevant document)	From CAF
For Land Rebate		
10.	Sale deed or other ownership document for land purchased	Upload
For Built up Rebate		
11.	Sale deed or other ownership document for built up office space purchased	Upload
Common Documents		
12.	Nil encumbrance certificate for the said property	Upload
13.	Bank guarantee for an equal amount of the claim	Upload



Annexure1: Land/ Built Up Area Rebate Form

1.	Registration Number (generated after submission of Common Application Form) – Auto generated	<input type="text"/>	
2.	Subsidy	Land	<input type="checkbox"/>
		Built Up Area Rebate	<input type="checkbox"/>
3.	Area (sqft) of land purchased	<input type="text"/>	
4.	Date of registration (land)	<input type="text"/>	
5.	Total value of transaction (land)	<input type="text"/>	
6.	Area (in sft) of the built up office space	<input type="text"/>	
7.	Date of registration (built up)	<input type="text"/>	
8.	Total value of transaction (built up)	<input type="text"/>	
9.	Period for which the rebate is being applied for	<input type="text"/>	
10.	Is current employment proportional to built up area @ 80 sft/employee?	Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
11.	Total number of employees who have been on the rolls for over 12 months:	Male	<input type="text"/>
		Female	<input type="text"/>
12.	Amount eligible per the Policy	<input type="text"/>	

Any other relevant information / comments / remarks (in justification of your application/request).....



Document Uploads

SN	Particulars	Document Upload
For Land Rebate		
1.	Sale deed for land purchased	<input type="checkbox"/>
For Built up Rebate		
2.	Sale deed for built up office space purchased	<input type="checkbox"/>
Common Documents		
3.	3-year business plan/ detailed project report (DPR) with projected investment and employment targets. This plan shall be used as part of the evaluation for payment of subsequent installments of the subsidy	<input type="checkbox"/>
4.	Nil encumbrance certificate for the said property	<input type="checkbox"/>
5.	Bank guarantee for an equal amount of the claim	<input type="checkbox"/>



Annexure 2 –Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Lease Rental Subsidy Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Lease Rental Subsidy Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.2 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Lease Rental Subsidy Scheme”.

3. Objectives & Scope of the Scheme

To provide Lease Rental Subsidy to the eligible IT units in the State of Goa.

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)

- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. The lease rental subsidy will vary in case of Goan Diaspora establishing an IT unit in Goa. Refer to scheme Lease Rental Subsidy for Goan Diapora.
- 4.6. Only expenses incurred after the notification of this policy will be eligible for lease rental rebate subsidy.
- 4.7. Units will be subject to evaluation at the end of Fiscal Year to verify eligibility for continuing to receive subsidy under this scheme.
- 4.8. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.9. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.
- 4.10. The Maximum benefit under this scheme for the smaller business units would be INR 10 lakhs.
- 4.11. There is no cap for the Mega & Other Business Units under this Scheme.

5. Quantum of Financial Assistance under the Scheme

- 5.1. All New & Existing Units can avail a rental/ Lease reimbursement on the built up office space lease / rent, up to 50% of the Annual Lease Rentals (60% in cases where 30% or more of the employees are women) for a period of 2 years.
- 5.2. Incentives under clause 2.1 above shall be disbursed on a prorata basis as under:

Employees of Goan origin or Goan Graduates	% of Incentive
Upto 30% of employees on rolls of the company	50%
30% to 60% employees on rolls of the company	75%
More than 60% employees on rolls of the company	100%

**In order to avail the benefits of the scheme, the employees should be on the rolls of the company for a minimum period of one year*

- 5.3. The above rebate is also applicable if the built up space is leased from GIDC/ any Government Agency.

- 5.4. For the units availing land from GIDC/ any Government Agency, a reimbursement of the upfront lease premium (as per the Stamp Registration) paid by the unit shall be reimbursed as per the payment to the Allotment Agency. In addition, the annual lease rentals paid to the allotment can also be claimed post completion of one year of operation. This reimbursement would be provided for a period of 2 years.
- 5.5. In order to avail this benefit the unit should be operational for at least one year prior to the date of applying for the incentive.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to solely accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the incentive – Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Occupancy certificate from developer/local authority for said office space	From CAF
7.	3 Year business plan / detailed project report (DPR) with projected investment and employment targets. Business plan will be used as part of the evaluation for payment of subsequent installments of the subsidy	From CAF
8.	Details of employees and percentage of employees of Goan origin	From CAF
9.	Proof of employment for the employees on the rolls for over 12 months (copy of PF contribution or salary slip or other relevant document)	From CAF
10.	Copy of lease deed / lease rental agreement for built up or land, as applicable	Upload
11.	Proof of payment of rent for the said office space or land for the period for which rebate is being claimed, as applicable	Upload
12.	In case of land lease, proof of payment of upfront lease premium, or installment thereof, being claimed for reimbursement	Upload



Annexure1: Lease Rental Subsidy Form

1.	Registration Number (generated after submission of Common Application Form) – Auto generated	<input type="text"/>
2.	Subsidy	Land Lease <input type="checkbox"/>
		Built Up Area Lease <input type="checkbox"/>
3.	Name of lease premises	<input type="text"/>
4.	Location of lease premises	<input type="text"/>
5.	Annual lease rental amount paid	<input type="text"/>
6.	Area (sqft) leased	<input type="text"/>
7.	Upfront lease premium paid for land lease, if applicable (only include the amount/installment paid to the allotment agency towards lease premium)	<input type="text"/>
8.	Period for which the rebate is being applied for	<input type="text"/>
9.	Amount eligible per the Policy	<input type="text"/>

Any other relevant information / comments / remarks (in justification of your application/request).....

Document Uploads

SN	Particulars	Document Upload
1.	Copy of lease deed / lease rental agreement for built up or land, as applicable	<input type="checkbox"/>
2.	Proof of payment of rent for the said office space or land for the period for which rebate is being claimed, as applicable	<input type="checkbox"/>
3.	In case of land lease, proof of payment of upfront lease premium, or installment thereof, being claimed for reimbursement	<input type="checkbox"/>



Annexure 2 –Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Capital Investment Subsidy Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Capital Investment Subsidy Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.3 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Capital Investment Subsidy Scheme”.

3. Objectives & Scope of the Scheme

To provide Capital Investment Subsidy to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)



- 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent).
- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. For a said office space, a unit can avail capital investment subsidy only if the unit has operated from the said office space for a period of more than two years.
- 4.6. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.7. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

- 5.1. Capital investments does not include investments made towards land and building, if any, by the applicant.
- 5.2. All **New Units** developing office spaces will be eligible for a capital investment subsidy up to 20% on the capital investments made during the tenure of the Scheme.
- 5.3. An additional 10% subsidy on the capital investments made will be provided in case of establishment of **Mega Business Units**.
- 5.4. **All Existing Units, which qualify as Mega Units** are also eligible for capital investment subsidy up to 20% of the capital investment incurred in the last 3 years prior to the date of notification of this policy.
- 5.5. An additional 10% subsidy on the capital investments will be provided for the establishment of office spaces for the industries identified as **key focus areas for the Government**.
- 5.6. Incentives under clauses 2.2, 2.3, 2.4 and 2.5 above shall be disbursed on a prorata basis as under:

Employees of Goan origin or Goan Graduates	% of Incentive
Upto 30% of employees on rolls of the company	50%
30% to 60% employees on rolls of the company	75%
More than 60%employees on rolls of the company	100%

**In order to avail the benefits of the scheme, the employees should be on the rolls of the company for a minimum period of one year*

5.7. In case of any expansions, the unit can avail the investment subsidy, provided it meets the criteria of the **Expansion Unit**. New employees of the expansion should be on the rolls for at least one year prior to the date of application.

5.8. The maximum rebate under this provision would be as follows:

- 5.8.1. Smaller Business Units – INR 10 Lakh
- 5.8.2. Other Business Units – INR 50 Lakh
- 5.8.3. Mega Business Units – INR 1 Crore

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days



7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Occupancy certificate from developer/local authority for said office space	From CAF
7.	3 year business plan / detailed project report (DPR) with projected investment and employment targets. Business plan will be used as part of the evaluation for payment of subsequent installments of the subsidy	From CAF
8.	Details of employees and percentage of employees of Goan origin	From CAF
9.	Proof of employment for the employees on the rolls for over 12 months (copy of PF contribution or salary slip or other relevant document)	From CAF
10.	Contractor agreements, purchase orders, and other supporting documents for capital investment made	Upload
11.	Receipts or other proof of payment for items listed above	Upload
12.	Certified copy from the auditor or Chartered Accountant certifying the investments made	Upload



Annexure – 1: Capital Investment Rebate Form

1.	Registration Number (generated after submission of Common Application Form) – Auto generated	
2.	Capital Investment incurred since notification of this policy	
3.	For Mega Units Capital Investment incurred in the last 3 years prior to the notification of this policy, if any	
4.	For Expansion of Existing Units:	
	a. Capital investment incurred for expansion purposes (in INR) since the notification of this policy	
	b. Percentage increase in investment (refer to Goa IT Policy for definition)	
	c. Percentage increase in employment	
5.	Total eligible capital investment	
6.	Amount eligible per the Policy	

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

SN	Particulars	Document Upload
1.	Contractor agreements, purchase orders, and other supporting documents for capital investment made	<input type="checkbox"/>
2.	Receipts or other proof of payment for items in 1	<input type="checkbox"/>
3.	Certified copy from the auditor or Chartered Accountant certifying the investments made	<input type="checkbox"/>



Annexure 2 –Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Registration & Stamp Duty Subsidy Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Registration & Stamp Duty Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.5 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Registration & Stamp Duty Subsidy Scheme”.

3. Objectives & Scope of the Scheme

To provide Registration Stamp Duty Subsidy to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)



- 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)
- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. Only transactions made during the operation of the Policy or up to 3 years prior to the notification of the Policy will be eligible for this subsidy.
- 4.6. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.7. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under this scheme

All New and Existing Units shall be eligible for reimbursement of the stamp duty, such that the registration and stamp duty charges will not exceed INR 100/- and the excess amount paid to the authorities concerned will be reimbursed. This subsidy will be provided in full, at the end of two years from the start of commercial operations or from the date of Notification of the Policy; whichever is later.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.

7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.

7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the Subsidy– Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Occupancy certificate from developer/local authority for said office space	From CAF
7.	Details of employees and percentage of employees of Goan origin	From CAF
8.	Copies of challan/receipt for stamp duty, registration fee, transfer duty, etc.	Upload
9.	Copies of lease deed, sale deed, registration or other ownership/transfer document for the said land and/or built up office space for which registration and stamp duty is paid	Upload
10.	Other supporting document(s)	Upload



Annexure 1: Registration & Stamp Duty Subsidy Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated
2. Total number of transactions being claimed
3. Total number of transactions being claimed

	Nature of transaction/ deed registered (sale, lease or lease-cum-sale that is to be compulsorily registered)			
	Date of Transaction	Amount Paid	Payment Receipt No.	Mode of Payment
i				
ii				
iii				

4. Total amount claimed
5. Period for which subsidy is being applied for
6. Amount eligible per the Policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

SN	Particulars	Document Upload
1.	Copies of challan / receipt for stamp duty, registration fee, transfer duty, etc.	<input type="checkbox"/>
2.	Copies of lease deed, sale deed, registration or other ownership/transfer document for the said land and/or built up office space for which registration and stamp duty is paid	<input type="checkbox"/>
3.	Other supporting document(s)	<input type="checkbox"/>



Annexure 2 –Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Power Subsidy Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Power Subsidy Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.6.a of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Power Subsidy Scheme”.

3. Objectives & Scope of the Scheme

To provide Power Subsidy to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent).

- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. Only expenditure incurred during the operation of the Policy will be eligible for the rebate.
- 4.6. The Units availing benefits under the Solar Power Subsidy of the Policy are not eligible for availing benefits under this scheme.
- 4.7. Units will be subject to evaluation at the end of each Fiscal Year to verify eligibility to continue receiving benefits under the policy.
- 4.8. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.9. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

All Units operating in Goa will be provided 20% subsidy on power bills (on the power charges, excluding any duty and taxes, but not on the total bill), subject to a maximum of INR 5 lakh per annum per Unit whichever is lower. The subsidy will be provided for a period of 3 years from the date of commencement of operations or from the date of notification of this policy whichever is later.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific

Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.

- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.6. Disbursement timeline

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

- 7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Occupancy certificate from developer/local authority for said office space	From CAF
7.	Details of employees and percentage of employees of Goan origin	From CAF
8.	Copies of all electricity bills for the period for which subsidy is being claimed for, clearly showing the name and address of the unit	Upload
9.	Proof of payment of the bills	Upload



Annexure – 1: Power Subsidy Rebate Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated	<input type="text"/>
2. Service Connection(s) / meter number(s)	<input type="text"/>
Connection 1 (mandatory)	<input type="text"/>
Connection 2 (optional)	<input type="text"/>
3. Name Mentioned on the Bill	<input type="text"/>
4. Date of Obtaining Connection	<input type="text"/>
5. Load	<input type="text"/>
6. Total Amount paid as electricity bill	<input type="text"/>
7. Period for which the subsidy is being claimed	<input type="text"/>
8. Amount eligible per the policy	<input type="text"/>

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

SN	Particulars	Document Upload
1.	Copies of all electricity bills for the period for which subsidy is being claimed for, clearly showing the name and address of the unit	<input type="checkbox"/>
2.	Proof of payment of the bills	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Solar Power Subsidy Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Solar Power Subsidy Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.6.b of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Solar Power Subsidy Scheme”.

3. Objectives & Scope of the Scheme

To provide Solar Power Subsidy to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)



- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. The units availing benefits under the Solar Power Subsidy scheme are not eligible to claim benefits under the Power Subsidy scheme of the policy.
- 4.6. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

All Units operating in Goa running on 100% solar energy will be eligible for a reimbursement of 10% of their capital cost of the installation of Solar Power Generation Unit subject to a maximum subsidy of INR 50 lakh. The unit should also be registered with Goa Energy Development Agency (GEDA) for production of solar power.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Proof of registration with GEDA	Upload
7.	Copy of sanction letter of rebate from Central Government and proof of payment of the same, if available	Upload
8.	Copy of sanction letter of rebate from Goa State Government and proof of payment of the same, if available	Upload
9.	Contracts, purchase order or other relevant supporting document as proof of set up solar power generation unit	Upload
10.	Receipts or other proof of payment for items listed above, if applicable	Upload



Annexure – 1: Solar Power Subsidy Rebate Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated

2. Total capital expenditure for set up of solar power generation unit

3. Total capacity of the plant in kW

4. Date since 100% solar powered

5. Amount eligible per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

SN	Particulars	Document Upload
1.	In case of 100% solar powered units, proof of registration with GEDA	<input type="checkbox"/>
2.	Copy of sanction letter of rebate from Central Government and proof of payment of the same, if available	<input type="checkbox"/>
3.	Copy of sanction letter of rebate from Goa State Government and proof of payment of the same, if available	<input type="checkbox"/>
4.	Contracts, purchase order or other relevant supporting document as proof of set up solar power generation unit	<input type="checkbox"/>
5.	Receipts or other proof of payment for items listed above, if applicable	<input type="checkbox"/>



Annexure 2 - Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

We further declare that the unit is operating on 100% solar energy and does not consume energy from any other source(s).

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Internet Subsidy Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Internet Subsidy Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Preamble to the Scheme

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.7 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Internet Subsidy Scheme”.

3. Objectives & Scope of the Scheme

To provide Internet Subsidy to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)



- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. Units will be subject to evaluation at the end of each Fiscal Year to verify eligibility to continue receiving benefits under this scheme.
- 4.6. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this policy.
- 4.7. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

All New & Existing units can avail a 25% reimbursement on high speed bandwidth, subject to a maximum of INR 5 lakh per annum whichever is lower. The subsidy can be availed for a period of three years from the date of commencement of operations or from the date of notification of this policy whichever is later.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.



7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.

7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Copies of internet bills for the period for which incentive is being claimed. Bills should clearly show the name and address of the unit	Upload
7.	Proof of payment of the bills	Upload



Annexure – 1: Internet Subsidy Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated
2. Service Connection
3. Name Mentioned on the Bill
4. Date of Obtaining Connection
5. Bandwidth/consumption
6. Total Amount paid as internet bill
7. Period for which the subsidy is being claimed
8. Amount eligible per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

S No	Particulars	Document Upload
1.	Copies of internet bills for the period for which incentive is being claimed. Bills should clearly show the name and address of the unit	<input type="checkbox"/>
2.	Proof of payment of the bills	<input type="checkbox"/>



Salary Subsidy Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Salary Subsidy Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.8.a of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Salary Subsidy Scheme”.

3. Objectives & Scope of the Scheme

To provide Salary Subsidy to the eligible IT units in the State of Goa.

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)
- 4.3. The bank accounts of company’s directors should be linked to Aadhaar.
- 4.4. The bank accounts of Freshers should be linked to Aadhaar.

- 4.5. The subsidy is valid for Freshers who have been employed for a minimum period of one year.
- 4.6. For the purpose of implementation of this incentive, individual who has worked for more than two years before pursuing post-graduation are not considered as freshers.
- 4.7. In instances where the individual has less than two years of experience prior to the Post graduation, the individual is considered as fresher, however, the time duration for the individual is considered as fresher is calculated on prorated basis.
- 4.8. The discretion whether to consider the individual as fresher or not in case of ambiguity lies with the Empowered Committee post suggestions from the Due diligence team.
- 4.9. The units will be subject to evaluation at the end of the Fiscal year to verify eligibility to continue receiving benefits under the scheme.
- 4.10. The units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.11. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

All New and Existing Units can avail a salary subsidy for Fresher's recruited during the operation period of the Policy. The subsidy would be provided as a matching grant to salary paid to Fresher's up to INR 10,000 per Fresher per month (INR 12,500 for female Fresher) for a period of 2 continuous years of operation post the notification of this policy.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 7.2. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.

7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.

7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.

7.5. The applicant can apply for this scheme on a quarterly/ bi-annually/ annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Proof of employment for the Freshers (copy of PF contribution or salary slip or other relevant document)	From CAF
7.	Copies of Aadhaar cards of Freshers being claimed under this subsidy	From CAF
8.	Other relevant documents (if any)	Upload



Annexure – 1: Salary Subsidy Form

1.	Registration Number (generated after submission of Common Application Form) – Auto generated	<input type="text"/>
2.	Number of eligible Freshers	<input type="text"/>
3.	Total basic salary paid per month (Freshers):	Male <input type="text"/>
		Female <input type="text"/>
4.	Amount being claimed	<input type="text"/>
5.	Period for which subsidy is being claimed	<input type="text"/>
6.	Eligible amount per the policy	<input type="text"/>

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

SN	Particulars	Document Upload
1.	Other relevant documents (if any)	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Campus Recruitment Assistance Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Campus Recruitment Assistance Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.8.b of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Campus Recruitment Assistance Scheme”.

3. Objectives & Scope of the Scheme

To provide Campus Recruitment Assistance to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)

- 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)
- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. The bank accounts of Freshers should be linked to Aadhaar.
- 4.6. Recruitment assistance is a one-time rebate per Fresher recruited through campus placement, and is payable after the said Fresher completes at least 6 months of continuous employment.
- 4.7. In order to be eligible for this incentive, Freshers should be recruited directly through campus placement from educational institutes in Goa during the operation of the policy.
- 4.8. The units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.9. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

A recruitment assistance of INR 10,000 per Fresher will be provided to the Existing and New units that recruit through Campus recruitment from the educational institutes located in Goa.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms

to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.

7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.

7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy – Checklist

SN	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Details of employees and percentage of employees of Goan origin	From CAF
7.	Letter(s) from Training and Placement Cell of corresponding educational institute(s) validating campus recruitment by the Unit. The letter should include a list of all candidates recruited, their area of study, year of graduation and date of campus recruitment	Upload



Annexure – 1: Campus Recruitment Assistance Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated

2.	Name of Institute(s)	Date of Campus Recruitment	Number of Freshers Recruited who have completed >= 6 months of employment
i.			
ii.			
iii.			

3. Period for which the subsidy is being claimed

4. Eligible amount per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document uploads

SN	Particulars	Document Upload
1.	Letter(s) from Training and Placement Cell of the corresponding educational institute(s) validating campus recruitment by the Unit. The letter should include a list of all candidates recruited, their area of study, year of graduation and date of campus recruitment	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Patent Filing Reimbursement Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Patent Filing Reimbursement Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.9 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Patent Filing Reimbursement Scheme”.

3. Objectives & Scope of the Scheme

To provide Patent Filing Reimbursement to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)



- 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)
- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of UdyogAadhaar.
- 4.5. Units can avail this incentive for patents that are granted during the operation of the policy period.
- 4.6. The Units availing similar financial incentives under any other policy of Centre or Government of Goa are not eligible for availing benefits under this scheme.
- 4.7. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

All New and Existing Units located within Goa shall be eligible for a total reimbursement of up to INR 25 lakh per unit for the expenses incurred towards filing of patents during the policy period. This incentive shall be provided in the form of reimbursement of up to INR 2.5 lakh for every successful domestic patent, and up to INR 5 lakh for every successful international patent.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of

documents. The form and the documents can be emailed or submitted on the web portal.

- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/ Sanction Orders and Disbursement	D+90 days

- 7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

SN	Particulars	Remarks
1.	Copy of incorporation certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Copies of receipt(s)/challan(s) indicating payment of patent filing fee(s) by the Unit	Upload
7.	Copy of the patent filing application(s)	Upload
8.	Copy of patent registration or other equivalent	Upload
9.	Copy of previous patent filing reimbursement sanction letter(s) received, if any	Upload



Annexure – 1: Patent Filing Reimbursement Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated

2.	Name of the Patent	Patent Number	Domestic/ International (Country Name)	Patent Office (name & address)	Date of Patent Registration	Fees Paid (in INR)
i.						
ii.						
iii.						
iv.						
v.						

3. Patent Filing Reimbursements received in the past, if any

4. Eligible amount per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document uploads

SN	Particulars	Document Upload
1.	Copies of receipt(s)/challan(s) indicating payment of patent filing fee(s) by the Unit	<input type="checkbox"/>
2.	Copy of the patent filing application(s)	<input type="checkbox"/>
3.	Copy of patent registration or other equivalent	<input type="checkbox"/>
4.	Copy of previous patent filing reimbursement sanction letter(s) received, if any	<input type="checkbox"/>



Annexure 2 –Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Quality Certification Reimbursement Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Quality Certification Reimbursement Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.10 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Quality Certification Reimbursement Scheme”.

3. Objectives & Scope of the Scheme

To provide Quality Certification Reimbursement to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)

- 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)
- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of UdyogAadhaar.
- 4.5. This incentive is allowed to be claimed only once during the policy period.
- 4.6. Units incurring expenditure for acquiring quality and/or product specific certificates such as: ISO/ HACCP/ BIS/ WHO- GMP/ ZED/ TS/ COPC/ eSCM/ Hallmark certifications approved by Quality Council of India or any other certificates as recognized by the Government are entitled to avail to the benefits outlined under this scheme.
- 4.7. The Units availing similar financial incentives under any other policy of Government of Goa are not eligible for availing benefits under this policy.
- 4.8. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

All New and Existing Units shall be eligible for a reimbursement of the cost of industry standard quality certification. This incentive may be claimed only once for any number of certifications acquired during the policy period. The maximum amount that may be availed under this reimbursement is capped at INR 5 lakh per unit.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.

- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

- 7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

S No	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Copies of Quality Certificate(s) for which the subsidy is being claimed	Upload
7.	Bills/invoices/receipts or other proof of payment for all expenses incurred in order to obtain said certification	Upload



Annexure – 1: Quality Certification Reimbursement Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated
2. Name/Level of Quality Certification achieved
3. Date of the Quality Certificate (list all applicable)
4. Name and address of the certifying authority

5.	Itemized details of expenses incurred, e.g. consultancy, calibration, audit, etc. (fill all that apply):				
	Purpose	Vendor	Invoice No./Date	Invoice Amount	Payment Date
i.					
ii.					
iii.					

6. Total amount claimed
7. Eligible amount per the policy

Document uploads

S No	Particulars	Document Upload
1.	Copies of Quality Certificate(s) for which the subsidy is being claimed from competent authority	<input type="checkbox"/>
2.	Bills/invoices/receipts or other proof of payment for all expenses incurred in order to obtain said certification	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Market Support Scheme for Smaller Business Units

1. Short title and commencement

- 1.1. This scheme shall be called the Market Support Scheme for Smaller Business Units, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.11.a of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Market Support Scheme for Smaller Business Units”.

3. Objectives & Scope of the Scheme

To provide Market Support to the eligible IT units in the State of Goa

4. Eligibility

- 4.1. All Smaller Business Units must have their operations in Goa
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)

- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. Pre-approval from the Committee is required prior to attending an exhibition in order to claim a reimbursement.
- 4.6. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this policy.
- 4.7. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.
- 4.8. The Due Diligence Committee would prepare a list of events where the units may attend in order to expand their market. The Committee shall conduct detailed market research on the events based on the following broad criteria. The Committee shall support the Department to pre publish the list of events from time to time.
 - 4.8.1. Participating Countries
 - 4.8.2. Number & Type of Companies
 - 4.8.3. Technologies / Innovation that may be adoptable by the Goan Companies
 - 4.8.4. Market out reach of the event
 - 4.8.5. Reputation of the event
 - 4.8.6. Timeline and past events' success rates/ instances

5. Quantum of Financial Assistance under the Scheme

A reimbursement of 50% of the exhibition rental cost for will be provided for participating in national/ international exhibitions, limited to 9 square meters of space, subject to approval by the Government.

6. Application Form

6.1. For pre-approval:

- 6.1.1. Common Application Form including all supporting documents
- 6.1.2. Part I of Application form for units as per Annexure 1
- 6.1.3. Declaration form for units as per Annexure 2

6.2. For claiming reimbursement:

- 6.2.1. Part II of Application form for units as per Annexure 1
- 6.2.2. Declaration form for units (Part II) as per Annexure 2
- 6.2.3. Certificate per Annexure 3

7. Procedure

7.1. For pre-approval:

- 7.1.1. Application should be submitted 60 days prior to attending an exhibition
- 7.1.2. Decision regarding pre-approval will be issued within 30 working days

7.2. For filing and disbursement of claims for pre-approved participation:

- 7.2.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.2.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.2.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.2.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.2.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

- 7.2.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.



8. Documents required for claiming the subsidy - Checklist

SN	Particulars	Remarks
Common documents required at the time of pre-approval		
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Brochures and other information material of the exhibition(s) for which approval is being sought. Document should show rental charges	Upload
Additional documents required to claim reimbursement		
7.	Certificate of participation for the said event	Upload
8.	Proof of payment of rental charges	Upload



Annexure –1: Market Support Form for Smaller Business Units

1. Registration Number (generated after submission of Common Application Form) – Auto generated

Part I – Pre-approval					
2.	Name of Event	Venue (including City, State, Country)	Date of Event	Space Required	Estimated Cost of Rental
i.					
ii.					
iii.					

Part II – Reimbursement

3. Select event for reimbursement (dropdown with events from Part I)

4. Approval status of the selected event (auto-populated)

5. Total amount being claimed

6. Eligible amount per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

SN	Particulars	Document Upload
Part I		
1.	Brochures and other information material of the exhibition(s) for which approval is being sought. Document should show rental charges	<input type="checkbox"/>
Part II		
2.	Certificate of participation for the said event	<input type="checkbox"/>
3.	Proof of payment of rental charges	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

We further declare that the unit qualifies as Smaller Business Unit as defined in the Goa IT Policy.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:

Part II

We confirm that no other financial assistance has been received for the events/exhibitions claimed under this incentive through any other source(s).

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Performance Linked Grant Scheme for Smaller Business Units

1. Short title and commencement

- 1.1. This scheme shall be called the Performance Linked Grant Scheme for Smaller Business Units, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.11.b of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Performance Linked Grant Scheme for Smaller Business Units”.

3. Objectives & Scope of the Scheme

To provide Performance Linked Grant to the eligible IT units in the State of Goa.

4. Eligibility

- 4.1. All Smaller Business Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)

- 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)
- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of UdyogAadhaar.
- 4.5. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this policy.
- 4.6. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

Smaller Business Units that record a growth of 15% y-o-y turnover for a period of any three consecutive years during the operation of the policy, will be provided a performance grant of 5% of the reported net income subject to a total cap of INR 25 lakh.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.

7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

S No	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN and Aadhaar	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Income Tax Returns of the Unit for all years covered in the period claimed in this application highlighting the net income and y-o-y growth	Upload
7.	Certified copy from the auditor or Chartered Accountant certifying the reported income for the period claimed in this application	Upload



Annexure – 1: Performance Linked Grant Form for Smaller Business Unit

1. Registration Number (generated after submission of Common Application Form) – Auto generated

2. Period claimed under the policy

3.	Year	Reported Net Income	Percent Growth over previous year
i.	Year 1		
ii.	Year 2		
iii.	Year 3		
iv.	Year 4		

4. Total amount claimed

5. Eligible amount per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

S No	Particulars	Document Upload
1.	Income Tax Returns of the Unit for all years covered in the period claimed in this application highlighting the net income and y-o-y growth	<input type="checkbox"/>
2.	Certified copy from the auditor or Chartered Accountant certifying the reported income for the period claimed in this application	<input type="checkbox"/>



Interest Subsidy Scheme for Smaller Business Units

1. Short title and commencement

- 1.1. This scheme shall be called the Interest Subsidy Scheme for Smaller Business Units, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.11.c of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Interest Subsidy Scheme for Smaller Business Units”.

3. Objectives & Scope of the Scheme

To provide Interest Subsidy to the eligible IT units in the State of Goa.

4. Eligibility

- 4.1. All Smaller Business Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)

- 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)
- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. This incentive is allowed to be claimed once every fiscal year, up to a maximum of 3 years.
- 4.6. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this policy.
- 4.7. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

For Smaller Business Units, interest subsidy on working capital loan will be provided, subject to a maximum of INR 5 lakh per annum, for a period of 3 years.

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2
- 6.4. Certificate from Financial Institution as per Annexure 3

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.

7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/ Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy – Checklist

S No	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Copy of original loan agreement showing terms of the said loan, principal amount, rate of interest and other relevant details	Upload
7.	Copies of receipts/bank statements/demand drafts or other supporting document as proof of payment of interest for said period	Upload



Annexure – 1: Interest Subsidy Form for Smaller Business Unit

- 1. Registration Number (generated after submission of Common Application Form) – Auto generated
- 2. Period claimed under the policy
- 3. Total loan amount
- 4. Total interest paid
- 5. Eligible amount per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....

Document uploads

SN	Particulars	Document Upload
1.	Copy of original loan agreement showing terms of the said loan, principal amount, rate of interest and other relevant details	<input type="checkbox"/>
2.	Copies of receipts/bank statements/demand drafts or other supporting document as proof of payment of interest for said period	<input type="checkbox"/>
3.	Annexure 3	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

We further declare that the unit qualifies as Smaller Business Unit as defined in the Goa IT Policy.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Annexure – 3: Certificate from Financial Institution

This is to certify that M/s. has been sanctioned INR working capital loan for the project at at the rate of __% interest for the Project.

The unit has been disbursed total of INR upto The first installment of the said loan of INR was disbursed on dt.....

The Unit had made repayment for the period dt..... todt as under:

Towards Principal	INR
As Interest	INR
Total	INR

This is to certify that penal interest or other charges are not included in the said claim and the enterprise pays regular installments and interest to the bank.

The enterprise is not defaulter of the bank. (In the case of defaulter, please give default period details).

Place:
Date:

Signature
Branch Manager
Name of Bank

Seal of the Bank



Lease Rental Rebate Scheme for Goan Diaspora

1. Short title and commencement

- 1.1. This scheme shall be called the Lease Rental Rebate Scheme for Goan Diaspora, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply.

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.12.a of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Lease Rental Rebate Scheme for Goan Diaspora”.

3. Objectives & Scope of the Scheme

To provide Lease Rental Rebate Scheme for Goan Diaspora

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)

- 4.3. For availing this incentive, the company/ firms should satisfy all of the following conditions:
 - 4.3.1. Is registered in Goa
 - 4.3.2. CEO / Head or the Majority Stakeholder(s) is a Goan Diaspora.
 - 4.3.3. Hires minimum 15 employees and minimum 60% of those employees are of Goan Origin
- 4.4. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.5. The applicant unit shall be eligible for the benefits under this scheme only up on production of UdyogAadhaar.
- 4.6. The unit should be operational for at least one year prior to the date of application.
- 4.7. For a said office space, an IT unit can avail lease rental rebate only if the unit has operated from the said office space for a period of more than one year.
- 4.8. Only expenditure incurred during the operation of the policy will be considered.
- 4.9. Units will be subject to evaluation at the end of Fiscal Year to verify eligibility for continuing to receive subsidy under this scheme.
- 4.10. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this policy.
- 4.11. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

- 5.1. A 100% reimbursement of the lease rentals will be provided for a period of first 6 months of operations. Further, a reimbursement of INR 35 per sq. ft. or 80% of the total lease rentals; whichever is lower; will be provided up to a maximum period of 2 years.
- 5.2. Incentives under clause 2.1 above shall be disbursed on a prorata basis as under:

Employees of Goan origin or Goan Graduates	% of Incentive
Upto 30% of employees on rolls of the company	50%
30% to 60% employees on rolls of the company	75%
More than 60%employees on rolls of the company	100%

**In order to avail the benefits of the scheme, the employees should be on the rolls of the company for a minimum period of one year*

6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/ Sanction Orders and Disbursement	D+90 days

- 7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.



8. Documents required for claiming the incentive – Checklist

S No	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Occupancy certificate from developer/local authority for said office space	From CAF
7.	Details of employees and percentage of employees of Goan origin	From CAF
8.	Copy of lease deed / lease rental agreement for the built up office space	Upload
9.	Proof of payment of rent for the said office space	Upload



Annexure1: Lease Rental Rebate Form for Goan Diaspora

1.	Registration Number (generated after submission of Common Application Form) – Auto generated	
2.	Name of lease premises	
3.	Location of lease premises	
4.	Annual lease rental amount paid	
5.	Area (sqft) leased	
6.	Period for which the rebate is being applied for	
7.	Amount eligible per the Policy	

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

S No	Particulars	Document Upload
1.	Copy of lease deed / lease rental agreement for the built up office space	<input type="checkbox"/>
2.	Proof of payment of rent for the said office space	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

We further declare that the the company/ firm satisfies all of the following conditions required to avail this incentive:

1. Is registered in Goa
2. CEO / Head or the Majority Stakeholder(s) is a Goan Diaspora
3. Hires minimum 15 employees and minimum 60% of those employees are of Goan Origin

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Capital Investment Subsidy Scheme for Goan Diaspora

1. Short title and commencement

- 1.1. This scheme shall be called the Capital Investment Subsidy Scheme for Goan Diaspora, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.12.b of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Capital Investment Subsidy Scheme for Goan Diaspora”.

3. Objectives & Scope of the Scheme

To provide Capital Investment Subsidy Scheme for Goan Diaspora

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)

- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. For availing this incentive, the company/ firms should satisfy all of the following conditions:
 - 4.5.1. Is registered in Goa
 - 4.5.2. CEO / Head or the Majority Stakeholder(s) is a Goan Diaspora.
 - 4.5.3. Hires minimum 15 employees and minimum 60% of those employees are of Goan Origin
- 4.6. For a said office space, any IT company can avail capital investment subsidy only if the unit has operated from the said office space for a period of more than one year
- 4.7. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.8. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

- 5.1. Capital investments does not include investments made towards land and building, if any, by the applicant.
- 5.2. All New Units developing office spaces will be eligible for a capital investment subsidy up to 20% on the capital investments made during the tenure of the Scheme.
- 5.3. An additional 10% subsidy on the capital investments made will be provided in case of establishment of Mega Business Units.
- 5.4. All Existing Units, which qualify as Mega Units are also eligible for capital investment subsidy up to 20% of the capital investment incurred in the last 3 years prior to the date of notification of this policy.
- 5.5. An additional 10% subsidy on the capital investments will be provided for the establishment of office spaces for the industries identified as key focus areas for the Government.
- 5.6. An additional 10% investment subsidy on the capital investments shall be provided in case of units are owned by the **Goan Diaspora**.
- 5.7. Incentives under clauses 2.2, 2.3, 2.4, 2.5 and 2.6 above shall be disbursed on a prorata basis as under:

Employees of Goan origin or Goan Graduates	% of Incentive
Upto 30% of employees on rolls of the company	50%
30% to 60% employees on rolls of the company	75%
More than 60% employees on rolls of the company	100%

**In order to avail the benefits of the scheme, the employees should be on the rolls of the company for a minimum period of one year*

5.8. In case of any expansions, the unit can avail the investment subsidy, provided it meets the criteria of the Expansion Unit. New employees of the expansion should be on the rolls for at least one year prior to the date of application.

5.9. The maximum rebate under this provision would be as follows:

- 5.9.1. Smaller Business Units – INR 10 Lakh
- 5.9.2. Other Business Units – INR 50 Lakh
- 5.9.3. Mega Business Units – INR 1 Crore

6. Application Form

6.1. Common Application Form including all supporting documents

6.2. Application form for units as per Annexure 1

6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.

7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.

7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.

7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.

7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.

7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive Application Receipt	D
2.	Application scrutiny as per checklist	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.7. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.

8. Documents required for claiming the subsidy - Checklist

S No	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Occupancy certificate from developer/local authority for said office space	From CAF
7.	3 year business plan / detailed project report (DPR) with projected investment and employment targets. Business plan will be used as part of the evaluation for payment of subsequent installments of the subsidy	From CAF
8.	Details of employees and percentage of employees of Goan origin	From CAF
9.	Contractor agreements, purchase orders, and other supporting documents for capital investment made	Upload
10.	Receipts or other proof of payment for items listed above	Upload
11.	Certified copy from the auditor or Chartered Accountant certifying the investments made	Upload



Annexure – 1: Capital Investment Subsidy Form for Goan Diaspora

1.	Registration Number (generated after submission of Common Application Form) – Auto generated	
2.	Capital Investment incurred since notification of this policy	
3.	For Mega Units Capital Investment incurred in the last 3 years prior to the notification of this policy, if any	
4.	For Expansion of Existing Units:	
	a. Capital investment incurred for expansion purposes (in INR) since the notification of this policy	
	b. Percentage increase in investment (refer to Goa IT Policy for definition)	
	c. Percentage increase in employment	
5.	Total eligible capital investment	
6.	Amount eligible per the Policy	

Any other relevant information/comments/remarks (in justification of your application/request).....

Document Uploads

S No	Particulars	Document Upload
1.	Contractor agreements, purchase orders, and other supporting documents for capital investment made	<input type="checkbox"/>
2.	Receipts or other proof of payment for items listed above	<input type="checkbox"/>
3.	Certified copy from the auditor or Chartered Accountant certifying the investments made	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

We further declare that the the company/ firm satisfies all of the following conditions required to avail this incentive:

1. Is registered in Goa
2. CEO / Head or the Majority Stakeholder(s) is a Goan Diaspora
3. Hires minimum 15 employees and minimum 60% of those employees are of Goan Origin

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Special Incentive Allowance Scheme

1. Short title and commencement

- 1.1. This scheme shall be called the Special Incentive Allowance Scheme, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the Said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.2.13 of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Special Incentive Allowance Scheme”.

3. Objectives & Scope of the Scheme

To provide Special Incentive Allowance to the eligible IT Units

4. Eligibility

- 4.1. All the New and Existing Units must have their operations in Goa.
- 4.2. The applicant must be one of the below:
 - 4.2.1. Proprietorship Firm
 - 4.2.2. Private Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.3. Public Limited Company incorporated under the Companies Act, 2013 (or equivalent)
 - 4.2.4. Registered Partnership Firm incorporated under Indian Partnership Act, 1932 (or equivalent)
 - 4.2.5. Limited Liability Partnership incorporated under Limited Liability Partnership Act, 2008 (or equivalent)

- 4.3. The bank accounts of unit and/or its partner(s)/director(s) should be linked to Aadhaar.
- 4.4. The applicant unit shall be eligible for the benefits under this scheme only up on production of Udyog Aadhaar.
- 4.5. The number of employees would be calculated based number of employees on the rolls (for more than 12 months) during the year.
- 4.6. In case of expansion, new employees should be on the rolls for at least one year prior to the date of application.
- 4.7. All criteria mentioned in section 2.2 of this scheme should be fulfilled concurrently and during the operation period of the policy.
- 4.8. The Units availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this scheme.
- 4.9. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

- 5.1. New and Existing Units would be provided with the following special incentive allowance once at the end of every three year period
 - 5.1.1. Smaller Business Units: INR 50 lakh
 - 5.1.2. Other Business Units: INR 1 crore
 - 5.1.3. Mega Business Units: INR 2 crore
- 5.2. The minimum criteria to be met by the units to avail this special incentive allowance is as follows

Criteria	Unit
Annual Growth	$\geq 20\%$ pa for a period of 3 years
Employee Head Count (Goans or Goan Graduates)	$\geq 75\%$ of the total employees
Female Employees	$\geq 60\%$
Employee Certification (Policy section 6.4.1)	100% of the Goans
Quality Certification by the company (Policy section 6.2.10)	At least one during the Policy period



6. Application Form

- 6.1. Common Application Form including all supporting documents
- 6.2. Application form for units as per Annexure 1
- 6.3. Declaration form for units as per Annexure 2

7. Procedure for filing and disbursement of claims

- 7.1. The Applicants (Units) shall submit the Common Application Form (Part 1) along with requisite set of documents. The form and the documents are to be e-mailed or to be submitted on the web portal.
- 7.2. A unique registration number will be generated for each Unit by the Department of Information Technology.
- 7.3. The Applicants (Units) who desire to claim incentives under this scheme shall submit the Common Application Form (Part 2) and Incentive Specific Forms to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.4. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.5. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.6. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.



8. Documents required for claiming the subsidy - Checklist

S No	Particulars	Remarks
1.	Copy of Incorporation Certificate	From CAF
2.	Copy of new unit registration document/certificate	From CAF
3.	Copies of PAN, Aadhaar and GST TIN	From CAF
4.	Memorandum and Articles of Association	From CAF
5.	Copy of first bill generated showing the date of commencement of operations or other relevant document	From CAF
6.	Details of employees, including percentage of employees of Goan origin and number of female employees	From CAF
7.	Income Tax Returns of the Unit for all years covered in the period claimed in this application showing net income and annual growth rate	Upload
8.	Certified copy from the auditor verifying the reported income for the period claimed in this application	Upload
9.	Copies of employee certifications clearly showing the name of the employee, name of the issuing authority, type of certification, date obtained, and validity period if any	Upload
10.	Copies of quality certification(s) completed by the unit clearly showing the name of the unit, name of the issuing authority, name/level of certification, date obtained, and validity period if any	Upload



Annexure – 1: Special Incentive Allowance Form

1. Registration Number (generated after submission of Common Application Form) – Auto generated

2. Period claimed under the policy

3.	Year	Reported Net Income	Percent Growth over previous year
i.	Year 1		
ii.	Year 2		
iii.	Year 3		
iv.	Year 4		

4. Percentage of employees of Goan origin / Goan graduates (Auto generated)

5. Percentage of female employees (Auto generated)

6. Percentage certification of Goan employees (Auto generated)

7. Name and level of quality certification achieved for the units

8. Date of quality certification

9. Total amount claimed

10. Eligible amount per the policy

Any other relevant information/comments/remarks (in justification of your application/request).....



Document Uploads

S No	Particulars	Document Upload
1.	Income Tax Returns of the Unit for all years covered in the period claimed in this application showing net income and annual growth rate	<input type="checkbox"/>
2.	Certified copy from the auditor verifying the reported income for the period claimed in this application	<input type="checkbox"/>
3.	Copies of employee certifications clearly showing the name of the employee, name of the issuing authority, type of certification, date obtained, and validity period if any	<input type="checkbox"/>
4.	Copies of quality certification(s) completed by the unit clearly showing the name of the unit, name of the issuing authority, name/level of certification, date obtained, and validity period if any	<input type="checkbox"/>



Annexure 2 – Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief and agree to the terms & conditions of Sanction of our request/incentive claimed /applied through this application.

Place: Signature of Authorized Signatory:

Date: Name of the Authorized Signatory:

Designation:



Certification Program for Goan IT Professionals

1. Short title and commencement

- 1.1. This scheme shall be called the Certification Program for Goan IT Professionals, 2018
- 1.2. It shall come into force from the date of the notification of its publication in the official Gazette and shall remain in force for a period of 5 years from the date of notification
- 1.3. For the purpose of this scheme, relevant definitions provided in the said policy shall apply

2. Introduction

Whereas the Government of Goa has notified the Goa Information Technology Policy and Roadmap – 2018 (hereinafter referred to as the said Policy)

And whereas the policy envisages Goa as an aspirational geographical and human resource base for IT Units and a preferred destination for their investment and expansion.

Now, in pursuance of clause 6.4.1.a of the said policy, the Government of Goa is pleased to frame the following scheme, namely “Certification Program for Goan IT Professionals”.

3. Objectives & Scope of the Scheme

To provide Certification Program for Goan IT Professionals

4. Eligibility

- 4.1. In order to avail the benefits of the scheme, individuals should be of Goan origin.
- 4.2. All eligible individuals should be qualified to work in the IT Industry.
- 4.3. The bank account of individual should be linked to Aadhaar.
- 4.4. Only certifications relevant to the IT Industry will be eligible for reimbursement under the scheme.
- 4.5. List of approved certificates includes, but is not limited to, the following. This list is subject to change from time to time by the Empowered Committee:
 - 4.5.1. (ISC)2 Certifications
 - 4.5.2. Adobe Certifications
 - 4.5.3. Amazon Web Services Certified Developer



- 4.5.4. APMG Certifications
 - 4.5.5. Apple (ACSP, ACTC)
 - 4.5.6. AWS Certifications
 - 4.5.7. Certifications on Agile Methodology
 - 4.5.8. Certified SCRUM Master
 - 4.5.9. Cisco Certifications (Cisco Certified Network Associate (CCNA), CCDA, CCNP, CCiE, CISSP)
 - 4.5.10. Citrix Certifications (Citrix Certified Professional & Virtualization (CCP-V), Citrix Certified Associate & Networking (CCA-N))
 - 4.5.11. CompTIA Certifications (CompTIA A+, CTP+, CDIA+, Network+, etc.)
 - 4.5.12. Computer System & Server Administration
 - 4.5.13. Development of Mobile Applications using Android with project
 - 4.5.14. EC-Council Certifications
 - 4.5.15. ISACA Certifications
 - 4.5.16. ITIL knowledge V2 or V3
 - 4.5.17. Juniper Certifications
 - 4.5.18. Logical Operations Certs
 - 4.5.19. Microsoft Certifications (Microsoft Certified IT Professional, MCSA/MCSE, Microsoft Certified Technology Specialist, etc.)
 - 4.5.20. Oracle Certifications (Oracle Certified Professional, Oracle Certified Administrator, MCDBA, etc)
 - 4.5.21. PMI Certifications
 - 4.5.22. Prince2 Certifications
 - 4.5.23. Programming Through C, C++, Python, Java, etc
 - 4.5.24. Red Hat Certifications
 - 4.5.25. SAP Developer
 - 4.5.26. VMware Certifications
 - 4.5.27. Web Application Technologies (LAMP Stack - Linux, Apache, MySql, PHP; J2EE; ASP.Net)
- 4.6. Certifications should be provided by OEM vendors or by their authorised training partners.
- 4.7. IT Professionals should have completed the certification during the operation of the policy.
- 4.8. The individuals availing similar financial incentives under any other policy of the Government of Goa are not eligible for availing benefits under this policy.



4.9. The benefits under this scheme are subject to budgetary allocation. No Promisory Estoppel shall be applicable if benefits are discontinued in case allocation is exceeded.

5. Quantum of Financial Assistance under the Scheme

- a) Goan IT Professionals can avail reimbursement up to 50% of the expenditure incurred for obtaining certifications for improving their employability.
- b) These Certifications should be by vendors or by Authorised Training Partners of the Vendors. Department of IT would come up with the list of courses/ certifications (which would be updated from time to time) which can be considered for reimbursement under this scheme.

6. Application Form

- 6.1. Application form for individual as per Annexure 1
- 6.2. Declaration form for individual as per Annexure 2

7. Procedure for sanction

- 7.1. The Applicants who desire to claim incentives under this scheme shall submit the forms listed in section 4 of this scheme to the Due Diligence Committee along with requisite set of documents. The form and the documents can be emailed or submitted on the web portal.
- 7.2. Based on the evaluation by the committee, the approved amount shall be disbursed.
- 7.3. The applicant can apply for this scheme on a quarterly/bi-annually/annually basis after incurring the relevant expenditure.
- 7.4. Disbursement timeline:

SN	Activity	Timeline (in Days)
1.	Incentive application receipt	D
2.	Application scrutiny as per checklist and diligence	D+30days
3.	Application approval by the Empowered Committee	D+60 days
4.	Issue of Regret Letter/Sanction Orders and Disbursement	D+90 days

7.5. The Empowered Committee shall be the competent authority to accept or reject any claims filed by the Units. The decision of the Committee shall be final and binding on the applicant.



8. Documents required for claiming the subsidy - Checklist

S No	Particulars	Remarks
1.	Copy of Aadhaar	Upload
2.	Proof of Goan origin (one of the below)	Upload
a.	Birth Certificate of self or of parent(s) born in Goa	
b.	Domicile Certificate or Residence Certificate issued by the state government	
c.	Marriage certificate and proof of Goan residence of the spouse. Any of the documents listed above (5 a through c) may be submitted for the spouse	
3.	Copies of all marksheets from Class XII through the highest level of education obtained	Upload
4.	Copy of degree/diploma	Upload
5.	Copies of certificate(s) for which the subsidy is being claimed	Upload
6.	Proof of payment for certification(s)	Upload
7.	Voided cheque	Upload



Annexure 1 – Certification Program Form for Goan IT Professionals

1. Name of Applicant (First Last)

2. Address and Phone Number

3. Aadhaar Number

4. Highest level of education obtained

5.	Name of Certificate	Vendor/Certifying Authority	Date of Certification	Expenses Incurred
i.				
ii.				
iii.				

6. Total amount claimed

7.	Bank account details of the applicant (include a voided cheque)	
i.	Name on account	
ii.	Account number	
iii.	IFSC Code	

8. Total amount eligible per policy

Any other relevant information/comments/remarks (in justification of your application/request).....



Document Uploads

S No	Particulars	Document Upload
1.	Copy of Aadhaar	<input type="checkbox"/>
2.	Proof of Goan origin (one of the below)	<input type="checkbox"/>
a.	Birth Certificate of self or of parent(s) born in Goa	
b.	Domicile Certificate or Residence Certificate issued by the state government	
c.	Marriage certificate and proof of Goan residence of the spouse. Any of the documents listed above (5 a through c) may be submitted for the spouse	
3.	Copies of all marksheets from Class XII through the highest level of education obtained	<input type="checkbox"/>
4.	Copy of degree/diploma	<input type="checkbox"/>
5.	Copies of certificate(s) for which the subsidy is being claimed	<input type="checkbox"/>
6.	Proof of payment for certification(s)	<input type="checkbox"/>
7.	Voided cheque	<input type="checkbox"/>



Annexure 2 – Declaration form for individual

I, _____, hereby declare that the particulars as given in the application are correct to the best of my knowledge and belief and agree to the terms& conditions of Sanction of my request/incentive claimed /applied through this application.

Place:

Date:

Signature of applicant:

