

Venture Further Awards 2023 – Terms & Conditions (T&Cs)

You must read the Terms and Conditions below before proceeding with your application

These T&C's apply to the Venture Further Awards 2023 start-up competition run by the Masood Entrepreneurship Centre, which is part of The University of Manchester, and not to any other competition at the University. For the purposes of this competition, the following definitions apply.

Terms Used

The University refers to The University of Manchester.

VFA23 refers to Venture Further Awards 2023 - **The University's** student start-up competition. Entries will be accepted until **MIDDAY on 23 February 2023**.

The Organiser refers to the competition organiser, Masood Entrepreneurship Centre, which is part of **The University**.

Student refers to any undergraduate or postgraduate student who is registered at **The University** on the day the competition closes, 23 February 2023. Current student status will be verified using name and student ID supplied with entry.

Graduates refer to students of **The University** who have a 'date of completion' recorded in Campus Solutions as **1 December 2019** or later. Graduates will be verified using name and student ID supplied with entry.

Core Team refers to those members of the submitting team who are **Students** and/or **Graduates**.

Lead Entrant refers to the individual who will be the single point of contact between **The Organisers** and the **Core Team**. They must be a **Student** or **Graduate** and their responsibilities will be to ensure that the team fulfils all the requirements of the competition in terms of meeting the Terms and Conditions, ensuring that all messages from **The Organisers** are disseminated to the rest of the team and any actions required by **The Organisers** are undertaken. They will also be the person to whom any prize money will be paid.

Businesses are Student / Graduate businesses that have either been registered with Companies House (www.companieshouse.gov.uk) or with HMRC as a sole trader (<https://www.gov.uk/set-up-sole-trader>). Please note that students in possession of a Tier 4 visa are excluded from setting up as a sole trader and should take professional advice before registering a company on Companies House.

Entrant Information refers collectively to the Intellectual Property Rights and other information contained within an entrant's submission, including but not limited to: Application forms, Business Model Canvas, Video Pitch and PowerPoint slides

Intellectual Property (IP) Rights refers to all intellectual and industrial property rights, including, without limitation, patents, trademarks, designs and copyright, whether registered or unregistered, in each case in the United Kingdom and all other countries in the world.

Permitted Purpose refers to the use of **Entrant Information** for the purposes of participating in, administering and judging **VFA23** and any other purposes mentioned explicitly within this document.

VFA23 Finalists refers to up to 20 individuals/teams chosen by the first-round judging panel to go through to the final round. Up to four individuals/teams from each category (Environment, Healthcare, Services, Social and Technology) may be selected.

Conditions

VFA23 is open to all **Students** and **Graduates** that have a business idea that they wish to develop and meet the entry and eligibility criteria set out below.

Eligibility

1. **VFA23** is open to all **Students** and **Graduates** entering as individuals or in teams. External individuals can enter as part of a team, but are not eligible to enter individually. Teams can contain up to four people, but at least 50% of the team must be **Students** and/or **Graduates**. Eligibility will be checked using names and student ID number. Applications received from entrants who have an outstanding debt for tuition fees will be null and void.
2. Tier 4 Student and Student Route visa holders are eligible to participate in this competition but must ensure that they do not breach any visa restrictions on engaging in business activity. The judging panel will disqualify any entries where the individual has breached the conditions of their leave.
3. **Businesses** entered into **VFA23** must not have been trading earlier than **1 December 2020**.
4. Only the **Core Team** may present to the judging panels should you reach the final round.
5. Teams must elect a **Lead Entrant** who will receive all correspondence and who will be awarded any prizes. The **Lead Entrant** must be a **Student** or **Graduate**.
6. It is the responsibility of the **Lead Entrant** to ensure that correct and current contact details have been supplied with the initial entry. The e-mail supplied by the **Lead Entrant** should be one that is checked at least once every 24 hours during the period from **VFA23** launch until **1 July 2023**.
7. The online entry form can be found at manchester.ac.uk/venturefurther. Entries will only be accepted using the F6S online platform.
8. Entries will only be valid when a completed application form is submitted *via* the F6S platform using the “finalize” button, which includes agreement to these terms and conditions by way of ticking check boxes.
9. Entries received from entrants who have not agreed to the terms and conditions will be null and void.
10. It is the responsibility of the **Lead Entrant** to make available these terms and conditions to the rest of the team and to confirm acceptance of them by all members of the team.
11. For the avoidance of doubt, these conditions apply to all members of a team that enters **VFA23**.
12. By entering **VFA23** you are agreeing to provide **The Organiser** with relevant and accurate information about yourself and your business idea, and to enable **The Organiser** to ensure that you meet the entry requirements. **The Organiser** reserves the right to ask for further information if required.
13. Previous winners (first, second or third place) of VFA22, VFA21 or VFA20 cannot apply for **VFA23**.
14. Previous entrants who did not win (first, second or third place) can submit the same proposal but are advised to get feedback on their previous entry and to act on that feedback before submitting their entry to this year’s competition. Alternatively, they may submit an entirely new proposal.
15. **The Organiser** reserves the right to disqualify entries, including but not limited to disqualification on moral, ethical or legal grounds. Disqualification of entries is at the sole discretion of **The Organiser** whose decision is final.
16. **The Organiser** may at its sole discretion without notice or reason cancel **VFA23**.
17. All entries for **VFA23** must be ideas for a new business. Entries for which you are simply running a business as a franchisee or as an acquisition/management buy-out, will not be accepted.
18. You may not enter more than one idea to **VFA23**. If you submit more than one idea, you will be asked to prioritise your strongest application. If the competition team are unable to contact you, they will select whichever entry appears to be the strongest based on its merits.
19. All entrants must be committed to pursuing their venture as a business, demonstrated *via* their credible implementation plan and engagement in support workshops.
20. The Organiser reserves the right not to accept any entry if it is incomplete.
21. The deadline for entries is **Thursday, 23 February 2023 at MIDDAY**. Late entries will **not** be accepted. All entries will be acknowledged by 13:00hrs on **Friday, 24 February 2023**.
22. If an acknowledgement is not received by the **Lead Entrant** specified in your application within this timeframe, it is your responsibility to make us aware of any such problems by sending an e-mail to entrepreneurship@manchester.ac.uk by **17:00 on Friday, 24 February 2023**. If we do not hear from you by this time, we will be unable to accept your entry into the competition.
23. Entry submission deadlines and the dates for judging and announcing the winning teams for **VFA23** may be changed at the sole discretion of **The Organiser**. Any changes to these dates will be notified by the posting of information on the **VFA23** website - manchester.ac.uk/venturefurther and by e-mail to members of the **VFA23** competition mailing list.

Intellectual Property and Rights of Third Parties

24. It is the responsibility of the entrant to ensure that they have the right to exploit any relevant **Intellectual Property Rights** contained and/or comprised in the **Entrant Information** and that they have taken appropriate steps to protect such **Intellectual Property Rights** and secure any necessary consent(s) so that such **Entrant Information** may be used for the **Permitted Purpose**.
25. All **Entrant Information** must be based on the **Core Team's** own business ideas. By submitting the **Entrant Information** you are attesting to your right to present the **Entrant Information** as your own.
26. **Students** or **Graduates** should be aware that any ideas developed in the course of research projects in conjunction with **The University** may have implications for the ownership of the relevant **Intellectual Property Rights**. **Students** and **Graduates** should familiarise themselves with the University's intellectual property policy, available [here](#). All applicants must provide clear details of the source and ownership of any relevant IP using IP statement (Section 5) of the application form. All claims will be reviewed so please ensure that all information is accurate and verifiable. **The University** will not be responsible or liable in any way if someone claims that an entry and/or any **Entrant Information** infringes their **Intellectual Property Rights**, the entrant will be responsible. If such a situation arises, the entrant will be disqualified from the competition and **The University** reserves the right to take further action.
27. **The Organiser** may at its sole discretion without notice or reason disqualify an entry if it considers that acceptance and/or use of such entry may cause **The University** or any person or entity authorised by **The University** to be in breach of a third party's rights in any **Entrant Information**.

The Judging

28. The first round judges for each of the five categories (Environment, Healthcare, Services, Social and Technology) will choose up to four VFA23 Finalists for each category. All finalists will be notified by **17:00, Friday, 3 March 2023**.
29. **VFA23 Finalists** will be required to present to a judging panel held between **27 March and 31 March 2023** using a pre-recorded pitch. Each finalist will receive a 30 minute slot: 10 minutes for presentation (the pre-recording will be played to mitigate against any risk of network failure) and 20 minutes for live Q&A. It is expected that all the **Core Team** will deliver the presentation and Q&A. Any **VFA23 Finalist** not able to present for any reason will be disqualified from the competition. The final round judging panels will comprise senior staff from **The University** as well as external people either employed by the sponsor companies or entrepreneurs known to **The University**. To assure finalists as to the confidentiality of their proposal, all external judges will be asked to sign NDAs (non-disclosure agreements). University staff will be covered by their existing employment contracts.
30. Entrants agree to their name, likeness (including photograph and video) and **Entrant Information** being used in any publicity associated with **VFA23** by **The Organiser** and **The University**.
31. By entering **VFA23**, all entrants agree to be photographed and filmed as required by the Organiser. All **Intellectual Property Rights** in and to such photographs and films belong to **The University** for use by **The Organiser** and **The University** for marketing purposes connected to the competition.
32. **VFA23 Finalists** must be available for photos and video interviews in the month up to and including the **VFA23** awards ceremony.
33. Winners of **VFA23** will be announced at the Venture Further Awards, which will take place on **Wednesday, 10 May 2023**. A representative from each VFA23 Finalist team must attend the ceremony. The names of the winners will also be posted on the Venture Further website: manchester.ac.uk/venturefurther.
34. The prizes for **VFA23** will consist of two cash prizes per category: winner (£15,000) and runner-up (£5,000). **The Organiser** reserves the right to change the amount and the allocation of the prize fund at any time. Any changes will be posted on the Venture Further website: manchester.ac.uk/venturefurther.
35. The decision of the judges is final. The judges may decide to award joint prizes. If there are no entries of a sufficient quality, at the absolute discretion of the judges, the right not to award any prize is reserved.

Payment of Prizes

36. First prize award winners (£15,000) will be paid according to the following conditions:
 - a. Payments will be made in two instalments over a 12-month period, agreed in advance by the Venture Further Awards Manager.
 - b. Awardees will meet with a nominated advisory panel throughout a 12-month period, in which objectives and progress of the business' development will be discussed and reviewed.

37. Prize winning teams must contact **The Organiser** by email to ellie.buckley@manchester.ac.uk by **15:00 on Monday, 15 May 2023** in order to claim their prize money and receive the appropriate payment forms. Prize money will be paid to the **Lead Entrant** of the winning teams using **My Manchester** if you are a still registered as a student within April 2023. Other arrangements will be made for individuals listed as the **Lead Entrant** who have graduated and are no longer registered as a student.
38. Prize winning teams must return all payment documents to **The Organiser** to enable payment of prize money by **15:00 on Monday, 5 June**. After this point all prizes shall become null and void. If the prize winning team does not provide payment details to **The Organiser**, or does not claim their prize money within the given period, the prize money will not be payable and will remain with **The University** to be used at its discretion.
39. **The University** and **The Organiser** are not responsible for making separate payments to team members and shall have no liability to pay any money to any person other than the **Lead Entrant**. It is for the members of the team to determine how prize money will be split. **The University** will not be responsible or liable in any way for any dispute whatsoever arising between team members in relation to the prize.
40. No prize is transferable without the written consent of **The Organiser**.
41. **The University** and **The Organiser** reserve the right to request regular reports on the progress of your idea, together with an award audit. If you fail to provide this, **The University** and **The Organiser** may withdraw your prize and seek to recover the money given to you.
42. Any international student requiring a start-up visa to start a business in the UK (or conduct business related activity) must adhere to the guidelines set by UKVI which can be found [here](#). It is the responsibility of the prize winning team to ensure that these guidelines are adhered to when spending the prize money.
43. It is the responsibility of the prize winning team to adhere to any tax or VAT requirements relating to their prize money. **The Organiser** is unable to provide formal advice regarding this. For further information and support please contact [HMRC](#).

Publicity

44. All entrants (including the winners) must seek written approval from **The Organiser** prior to releasing any marketing or press materials related to **VFA23, The Organiser** or **The University**. Entrants must not use any trademarks, designs, brand and trade names or any other material that identifies or makes use of information related to **VFA23, The Organiser** or **The University** without first seeking such permission. **The University** reserves the right to take further action should entrants fail to comply with this condition.

Data Protection

45. Any personal data submitted as part of an entry will be held securely and used only for the purposes of participating in, administrating and judging **VFA23**.
46. **The Organiser** and **The University** make no warranty or representations for themselves or on behalf of persons authorised by them as to the accuracy of any information supplied to the entrants during **VFA23**.
47. Whilst **The Organiser** shall treat all materials supplied with care, entrants should retain their own copies for future use. **The Organiser** will not return entries that are submitted for **VFA23**.
48. Nothing in these rules is intended to, or shall operate to, create a partnership or joint venture of any kind between **The Organiser, The University**, its authorised representatives or the entrants; or to authorise any party to act as an agent for the other.
49. **The Organiser** reserves the right not to accept entries to **VFA23** that do not comply with these terms and conditions in full, and to vary, delete or add to these terms and conditions at any time during or after completion of **VFA23** in its sole discretion.

For information about **VFA23** administration, clarification of rules and general enquires, contact the competition organisers at entrepreneurship@manchester.ac.uk.

Declaration

- I have read, understood and accept the Terms and Conditions (T&C's) of Venture Further Awards 2023.
- As the lead entrant, I further confirm that I have made available the T&C's to the rest of my team and I confirm acceptance on behalf of all members of the team.
- I understand that all applications need to be submitted *via* the F6S platform
- I can confirm that if my entry is selected as one of the finalists, all of the core-team will be available between **27 March and 31 March 2023** to present to the final round panel. All finalists will be notified by 17:00hrs, Friday 3 March 2022. Any finalists that cannot meet this requirement will be withdrawn from the final round.
- I can confirm that if my entry is selected as one of the finalists that at least one of the core-team will be available during 6 – 24 March to attend the dedicated finalist support sessions.
- I understand that any personal data submitted as part of an entry will be held securely and used only for the purposes of participating in, judging and administering the Venture Further Awards 2023.