| Attachment 1 | Table of Contents and Guide to Completing the Application Form |

☐ Guide to Completing the Application Form

※ If you fill out your application form incorrectly, you may not be selected as an interviewee.

※ Please complete the application form by referring to the items for the evaluation and selection of overseas accelerators.

※ The application form shall be submitted in the Microsoft Word or PPT format.

Contents	How to Complete the Application Form
1. Applicant Overview	
1) Status and characteristics of the applicant	The establishment year, representative, key history, and infrastructure of the applicant, the sizes of funds formed by the applicant, the status of operating its own acceleration program(s), the yearly numbers of startups the applicant's support, and cases where the applicant successfully provided support for example startup exits, etc.
2) Status of manager to participate in the GAPS operation	The status of the applicant's team and staff to operate GAPS in cooperation with KISED and major career experience of the dedicated managers etc.
3) Track record of operating startup support programs	The applicant's history of support startups in expanding their global presence and the status of the applicant's operation of startup support programs within the recent three years shall be identified in the application form. The applicant's history of supporting startups within the recent 3 years. For example, supporting startups to the global or domestic market etc.
2. GAPS Operation Plans	
1) GAPS operation goals	Presentation of quantitative and qualitative goals * KISED may evaluate whether the applicant achieved its goals at the end of the GAPS operation.
2) Plan to compose the startup evaluation committee	Information of the evaluators who are participated in evaluation of startups. (their names, company, position and the field of expertise, etc)

3) Items for the evaluation of startups	The items for the evaluation of startups. Team technical ability, growth potential and traction, etc.
4) Specific plan for the online program	The specific details of the weekly, monthly, or topic-specific of online, onsite program, and the program in Korea
5) Specific plan for the onsite program	
6) Specific plan for the program operation in Korea	
7) How to support and manage startups	How to support startup closely and check startup's achievement of their goals(KPI) that was confirm with you in the KPI Workshop.

3. Plan to Use the Network

1) Status of the network	Applicant's network. The person of governments, large corporations, researsh institutes, universities and investment companies, etc. (their names, company, position and the field of expertise, etc)
2) Plan to use the network	Ways to use the applicant's network for matching mentors with startups, etc.

4. Expenditure plan

1) In case of the onsite program	Suggest the program operating costs. (refer to the page 6 of the announcement)
2) In case of the program operation in Korea	

☐ Procedure to Implement GAPS

Main work	Implementation schedule (TBD)	Key details
Recruitment of overseas accelerators	January 18 (Mon.) – February 14 (Sun.), 2021	▸ Each accelerator shall submit its application to KISED.
documents/interview evaluations	February 17 (Wed.) – February 19 (Thur.), 2021	▸ KISED will evaluate applicants.
Notification of the results of selecting accelerators	February 13 (The.), 2021	▸ The results of selecting accelerators will be notified via email.
Recruitment Notice of Startups	March 2021	▸ MSS and KISED will recruit startups. ▸ After completing the recruitment of startups, startups' information will be sent to accelerators.
Sign an MOU between KISED and accelerator	April 2021	▸ After completing the recruitment of startups, the number of the finally selected startups per accelerator will be confirmed. ▸ The MOU shall be signed by reflecting the program operating costs based on the above number of the startups.
Notification of the results of the evaluation and selection of startups	April 2021	▸ After the evaluation of document and presentation, accelerator shall submit the result of each evaluations to KISED. ▸ KISED will notify startups of the results.
Advance payment (70%) of costs	April 2021	▸ KISED will pay the advance payment(70%) of the program operating cost based on Korean Won(KRW).
KPI Workshop	Soon after the completion of the selection of startups	▸ Running of a workshop to discuss and finalize the startup's participation goal between overseas accelerators and startups.

Main work	Implementation schedule (TBD)	Key details
Submission of an online program operation plan (draft)	2 weeks before the online program start	‣ Accelerator shall submit to KISED a plan for the online program which will be operating during 4 weeks from June to July 2021.
Reporting of the Online program	Four weeks during the period from June to July 2021	‣ Accelerator shall provide online Program to startups. ‣ Within two weeks after the completion of the online program, the results of it shall be submitted to KISED.
Submission of an onsite program operation plan (draft)	1. 3 weeks before the onsite program start	‣ Accelerator shall submit to KISED a plan for the onsite program which will be operating during 6 weeks from August to October 2021.
Onsite program operation	Six weeks during the period from August to October 2021	‣ Accelerator shall provide onsite Program to startups. ‣ When it is impossible for accelerator to run program due to the COVID-19 pandemic, accelerator shall visit Korea and operate GAPS therein.
Submission of a report of the onsite program operation results and the calculation of operating costs	Within two weeks after the end of the onsite program	‣ KISED will confirm the report and calculating of the costs.
Payment of the balance (30%) of the program operating costs	November 2021	‣ The balance of 30% of the program operating costs will be paid after completing the calculation thereof.

* The implementation schedule may be adjusted in the process of running GAPS.