



On approval of the Rules for the provision of state grants for the implementation of new business ideas to participants of the State program for the development of productive employment and mass entrepreneurship "Enbek" for 2017-2021

Unofficial translation

Resolution of the Government of the Republic of Kazakhstan dated August 23, 2018 No. 513.

Unofficial translation

Footnote. The title in the wording of the Resolution No. 873 of the Government of the Republic of Kazakhstan dated December 24, 2018 (shall come into effect upon expiry of ten calendar days after the date of its first official publication).

In accordance with paragraph 2 of article 94 of Entrepreneur Code of the Republic of Kazakhstan dated October 29, 2015. The Government of the Republic of Kazakhstan **RESOLVES:**

1. To approve the attached Rules for the provision of state grants for the implementation of new business ideas to participants of the State program for the development of productive employment and mass entrepreneurship "Enbek" for 2017-2021.

Footnote. Paragraph 1 in the wording of the Resolution No. 873 of the Government of the Republic of Kazakhstan dated December 24, 2018 (shall come into effect upon expiry of ten calendar days after its first official publication).

2. This resolution comes into effect ten calendar days after the day of its first official publication.

*Prime Minister of the
Republic of Kazakhstan*

B. Sagintayev

Approved
by Resolution No. 513 of
the Government of the
Republic of Kazakhstan
dated August 23, 2018

**Rules for provision of state grants for implementation
of new business ideas to participants of the State program
for development of productive employment and mass
entrepreneurship for 2017 - 2021 "Enbek"**

Footnote. The Rules as amended by the resolution of the Government of the Republic of Kazakhstan dated 09.04.2020 No. 189.

Chapter 1. General provisions

1. These Rules for provision of state grants for implementation of new business ideas to participants of the State program for development of productive employment and mass entrepreneurship for 2017-2021 "Enbek" (hereinafter referred to as the Rules) are developed in accordance with the Entrepreneurial Code of the Republic of Kazakhstan and determine the conditions and mechanism for providing state grants to the participants of the State program for development of productive employment and mass entrepreneurship for 2017 - 2021 "Enbek", planning to implement a start-up business.

2. The provision of state grants for implementation of new business ideas is carried out within the framework of the State program for development of productive employment and mass entrepreneurship for 2017-2021 "Enbek", approved by the resolution of the Government of the Republic of Kazakhstan dated November 13, 2018 No. 746 "On approval of the State program for development of productive employment and mass entrepreneurship for 2017 - 2021 "Enbek" (hereinafter - the Program).

3. Applicants for state grants are the unemployed persons, regardless of registration in employment centers, entrepreneurs and persons who have paid a single aggregate payment at the time of application in accordance with the tax legislation of the Republic of Kazakhstan, who have completed a training course in the basics of entrepreneurship under the Bastau Business project or who completed training within the first direction of the Program.

4. At the same time, for members of low-income and (or) large families - recipients of targeted social assistance, as well as for migrants and candidates from among applicants, training in the basics of entrepreneurship under the Bastau Business project or training under the first direction of the Program is not required.

Footnote. Paragraph 4 - as amended by Resolution No. 169 of the Government of the Republic of Kazakhstan dated 29.03.2021 (shall be enforced ten calendar days after the date of its first official publication).

5. For entrepreneurs applying for a state grant, the period of state registration as a legal entity / registration of the status of an individual entrepreneur at the time of contacting the regional coordinator of the Program for a state grant is less than one year.

6. State grants for implementation of new business ideas are provided through the regional coordinators of the Program upon the conclusion of the commission for consideration of applications of applicants for state grants for implementation of new business ideas (hereinafter - the commission).

7. Funding of support measures in the form of state grants for implementation of new business ideas is carried out at the expense of the republican (or) local budgets, as well as from sources not prohibited by the legislation of the Republic of Kazakhstan.

Chapter 2. Terms and definitions

8. The following terms and definitions are used in these Rules:

1) regional coordinator of the Program - a local authority on employment issues;

2) start-up business (start-up project) - business projects of the Program participants, the period of state registration of which as a legal entity / registration of the status of an individual entrepreneur is less than one year at the time of applying for a state grant, a lender for a loan / microcredit;

3) new business idea - an entrepreneurial initiative aimed at implementing a start-up business;

4) an agreement on provision of a state grant for implementation of new business ideas (hereinafter referred to as the Agreement) - a bilateral written agreement concluded between the employment center and the recipient of a state grant, under the terms of which the recipient of a state grant is provided with a state grant, in the form approved by the authorized body on employment issues;

5) an entrepreneur - a small business entity carrying out its activities in accordance with the Entrepreneurial Code of the Republic of Kazakhstan;

6) an authorized body for employment of the population - the central executive body that exercises management and inter-sectoral coordination in the field of employment of the population in accordance with the legislation of the Republic of Kazakhstan.

Chapter 3. Conditions for provision of state grants for implementation of new business ideas to participants of the Program

9. State grants for implementation of new business ideas are provided to the Program participants planning to implement a start-up business on a gratuitous and non-refundable basis in the amount of up to 200-fold monthly calculation index.

In this case, the size of the monthly calculation index established by the law on the republican budget of the corresponding financial year is applied.

10. The funds of state grants for the implementation of new business ideas shall be used for the purpose of purchasing the necessary equipment, tools, technological equipment, animals, livestock, poultry, seedlings, shrubs, seeds, payment for the rental of premises for the implementation of the Program participant's business project on the territory of commercial real estate, as well as trading objects, including those on the right to rent, use, trust management.

Footnote. Paragraph 10- in the wording of the resolution of the Government of the RK dated 30.12.2020 № 932 (shall be enforced upon expiry of ten calendar days from the day of its first official publication).

11. State grants for implementation of new business ideas are not provided for consumer purposes, loan repayment, purchase and construction of residential real estate, land plot acquisition, production of excisable products.

12. State grants for implementation of new business ideas are provided to the Program participants once.

13. Obligatory conditions for the Program participants to receive a state grant for implementation of new business ideas are:

- 1) presence of a positive conclusion of the commission;
- 2) availability of a document confirming the completion of training under the Program, with the exception of the persons specified in paragraph 4 of these Rules, and confirmation of non-receipt of financial support earlier under the Program;
- 3) availability of information on permanent registration at the place of residence from the relevant information systems of state bodies.

14. To consider applications of applicants for state grants for implementation of new business ideas, the regional coordinator of the Program creates a commission at the level of districts, towns of regional significance, cities of republican significance, the capital with the participation of representatives of the Atameken regional chamber of entrepreneurs, state bodies, public associations, scientific and educational institutions, regional mass media, industry experts, consisting of at least 5 people.

Sessions of the Commission are held as required, and it is also allowed to be held in the videoconference mode.

The Commission consists of the chairman, deputy chairman and members of the commission. The chairman of the commission cannot be a representative of local executive bodies and the regional chamber of entrepreneurs "Atameken".

The secretary of the commission organizes the meeting of the commission, in agreement with the chairman, determines the place, date and time of the meeting, notifies the members of the commission about the upcoming meeting, and delivers to its members the materials necessary for the meeting.

The secretary of the commission is not included in its composition and does not have the right to vote when making decisions.

The meeting of the commission is considered legitimate if more than half of the members of the commission took part in it.

The decision of the commission is made if more than half of the members of the commission who attended the meeting voted for it. In case of equality of votes, the vote of the chairman of the commission is decisive.

15. To receive a state grant for implementation of new business ideas, an applicant (or his representative by a notarized power of attorney) applies to the employment center at the place of residence and submits the following documents:

- 1) an application for a state grant for implementation of new business ideas under the Program in the form in accordance with Appendix 1 to these Rules;
- 2) an identity document, and for kandases - a kandas certificate (the original document is presented for verification);
- 3) a developed start-up business plan (for the persons specified in paragraph 4 of these Rules - a typical start-up business plan);

4) a copy of the document confirming the completion of training within the framework of the Program, except for the persons specified in paragraph 4 of these Rules;

5) a power of attorney for the right to submit an application on behalf of an entrepreneur, a copy of an attorney's identity document (on behalf of a legal entity - certified by a legal entity).

Footnote. Paragraph 15 - as amended by Resolution No. 169 of the Government of the Republic of Kazakhstan dated 29.03.2021 (shall be enforced ten calendar days after the date of its first official publication).

16. Employment centers, on the basis of the submitted applications and documents, within three working days from the date of receipt of the application and documents specified in paragraph 15 of these Rules, form lists of applicants for receiving state grants for implementation of new business ideas, send them to the commission for consideration and within one working day notify the applicant about this (in any form).

In cases where the applicant submits an incomplete package of documents according to the list provided for in paragraph 15 of these Rules, the employment center within two working days from the date of receipt of the application returns the submitted documents to the applicant for revision within three working days, indicating specific deficiencies.

In case of failure to provide the revised package of documents within the prescribed time limit, the employment center sends the applicant a notification that his application for a state grant for implementation of new business ideas has not been included in the list.

An applicant, after receiving a notification of not being included in the list of applicants for receiving state grants for implementation of new business ideas, can re-apply to the employment center within thirty calendar days from the date of receipt of the notification.

17. The commission, within three working days from the date of receipt of documents from the employment centers, examines them, prepares a conclusion indicating the reasons for the possibility of providing (not providing) a state grant, and within two working days after signing the commission's opinion, sends to the employment center a corresponding conclusion on provision of state grants in the form in accordance with Appendix 2 to these Rules.

The conclusion of the commission indicates information about the readiness of business ideas for introduction (elaboration of the issue of organizing production).

To issue a conclusion, the commission, if necessary, conducts an individual interview or requests additional documents from persons applying for a state grant.

18. The employment center within two working days after receiving the conclusion of the commission notifies the applicant in writing of the decision.

19. The employment center within five working days from the date of receipt of the commission's conclusion signs an agreement with the recipient of a state grant.

20. The recipient of a state grant, within twelve months from the date of receipt of the grant, is not entitled to participate in measures to promote employment, with the exception of measures aimed at expanding the business.

21. The employment centers place information in the automated information system "Labor market" about the Program participants who have received state grants.

22. The Employment center, within two working days after the conclusion of the Agreement, transfers funds to the current bank account of the recipient of a state grant for implementation of new business ideas and transmits data about the Program participant who received a state grant to the tax authority of the district (city).

23. The Program participant, within three months from the date of receiving a state grant, confirms its intended use by registering its activities in the tax authorities or paying a single aggregate payment in accordance with the tax legislation of the Republic of Kazakhstan.

Chapter 4. Monitoring of implementation of state grants

24. Monitoring of the intended use of state grants is carried out by the Employment center

25. The Employment center monitors the intended use of funds within twelve months from the date of conclusion of the Agreement.

26. The regional chamber of entrepreneurs "Atameken" within twelve months assists in the provision of services to support the project (marketing, legal, accounting and other types of services), and for members of low-income and (or) large families - within eighteen months from the date of launching a business project.

27. The Employment center, monthly by the fifth day of the month following the reporting month, provides the regional coordinator of the Program with a report on implementation of a start-up business by recipients of a state grant, including the following information:

- 1) the number of persons who received state grants for implementation of new business ideas;
- 2) the number of jobs created by the recipients of a state grant;
- 3) the number, types of purchased inventory, tools, technological equipment, as well as the funds allocated to pay rent for premises;
- 4) the results of monitoring of the intended use of a state grant;
- 5) the activities of the recipients of a state grant for implementation of a start-up business within three months from the date of receipt of a state grant;
- 6) fulfilment of the terms of the Agreement by the recipient of a state grant.

28. In case of revealing the fact of inappropriate use of the funds of a state grant for implementation of new business ideas, the employment center within three working days from the date of discovery notifies the regional coordinator of the Program in writing about this fact.

On the basis of the information provided by the employment center, the regional coordinator of the Program makes a decision to terminate the Agreement with the small business entity.

29. If the regional coordinator of the Program makes a decision to terminate the Agreement, the employment center, together with the akim of the district (city), takes measures to return the funds of a state grant, used for other purposes, in the manner prescribed by the legislation of the Republic of Kazakhstan.

Appendix 1
to the Rules for provision of state grants for implementation of new business ideas to the participants of the State program for development of productive employment and mass entrepreneurship for 2017 – 2021 "Enbek"
Form
To Director of employment center
_____ district
(city)
from

surname, name, patronymic
(if any)

place of residence

(contact phone, indicating the code of the city (district), e-mail)

Application for a state grant for implementation of new business ideas under the State program for development of productive employment and mass entrepreneurship for 2017 - 2021 "Enbek"

I ask you to provide a state grant for implementation of new business ideas under the State program for development

of productive employment and mass entrepreneurship for 2017-2021 "Enbek", approved by the resolution of the Government

of the Republic of Kazakhstan dated November 13, 2018 No. 746.

The application is accompanied by the documents in accordance with paragraph 15 of the Rules for provision of state grants

for implementation of new business ideas to participants of the State Program for development of productive employment and mass entrepreneurship for 2017-2021 "Enbek".

I give my consent to the collection and processing of my personal data necessary to obtain the envisaged active measures

to promote employment.

Total _____ documents on _____ sheets.

I ask you to provide a state grant for implementation of new business ideas for:

1. Name of the project _____
2. Estimated cost of the project _____ thousand tenge.
3. Description of the necessary inventory, tools, technological equipment, animals, livestock, poultry _____

I am familiar with the conditions for provision of state grants.

Date signature

—
(cutting line)

Application of citizen (s) _____

accepted on " __ " _____ 20__ Registered under No. _____

Surname, name, patronymic (if any), position and signature of the person who accepted the documents:

Date Date signature

*the applicant is responsible for the accuracy of the submitted documents.

Appendix 2
to the Rules for provision of state grants for implementation of new business ideas to the participants of the State program for development of productive employment and mass entrepreneurship for 2017 – 2021 "Enbek"
Form

CONCLUSION

of the commission for consideration of applications of applicants for a state grant for implementation of new business ideas under the State program for development of productive employment and mass entrepreneurship for 2017-2021 "Enbek"

Commission for consideration of applications of applicants for a state grant for implementation of new business ideas under

the State program for development of productive employment and mass entrepreneurship for 2017 - 2021 "Enbek"

(hereinafter referred to as the Commission), consisting of:

1. Chairman of the Commission _____;
surname, name, patronymic (if any)
2. Member of the Commission _____;
surname, name, patronymic (if any)
3. Member of the Commission _____;
surname, name, patronymic (if any)
4. Member of the Commission _____;
surname, name, patronymic (if any)
5. Member of the Commission _____;
surname, name, patronymic (if any)
6. Member of the Commission _____;
surname, name, patronymic (if any)
7. Member of the Commission _____;
surname, name, patronymic (if any)
8. _____
9. _____

Having considered the application and the submitted documents of the applicant _____ for receipt of a
surname, name, patronymic (if any)
state grant for implementation of new business ideas, the Commission resolved:

—

—
Justification of the commission (on the readiness of the start-up business for introduction, on creation

of new jobs) on _____ sheets.

Chairman of the Commission Secretary of the Commission

—
(last name, first name, patronymic (if any)) (last name, first name, patronymic (if any))

signature signature
