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| --- |
| RGC Ref.: |
| (to be completed by the university) |

**RESEARCH GRANTS COUNCIL**

**National Natural Science Foundation of China (NSFC) /
Research Grants Council (RGC) Joint Research Scheme (JRS) 2025/26**

**Preliminary Proposal Application Form for Research Grants**

This Application Form is provided to facilitate **Hong Kong applicants** in preparing their preliminary proposals. A preliminary proposal must be limited to **three A4 size sheets, i.e. six sides including all attachments and references (excluding the university’s Statement on Submission and Curriculum Vitae (CV) of the applicants)**. To ensure consistency and fairness to all applicants, applicants must complete the applications in the following standard RGC format. A copy of the application submitted by the Mainland applicant to the NSFC should be submitted according to the call circular.

**Font : Times New Roman**

**Font Size : 12 point**

**Margin : 2.5 cm all round**

**Spacing : Single-line spacing**

**Failure to comply with the application format and/or the allowable page will lead to disqualification of the proposal.**

**PART I** **THE RESEARCH PROPOSAL**

[To be completed by the applicant. Information provided **MUST** be consistent with those in the application submitted by the Mainland applicant.]

**1. (a) Title of Project:** (in English and Traditional Chinese)

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| --- |
|  |

**(b) Focus Area :**

(Please tick ‘✓’ **ONE** focus area only)

|  |
| --- |
| □ Information Technology □ Life Science □ New Materials Science□ Marine and Environmental Science □ Medicine □ Management Science□ Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

 **(c) Project Field[[1]](#footnote-2):**

|  |  |
| --- | --- |
| Primary field name and code: |  |
| Secondary field name and code: |  |
| Third field name and code: |  |

 **(d) A maximum of five specific keywords to characterise the work of your proposal** (a maximum of 30 characters for each keyword)**:**

1. **Name(s) and Academic Affiliation(s) of Applicant(s):** (in English and Traditional Chinese)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Surname(with title) | Other Name | Post | Unit / Department / University | ORCID iD[[2]](#footnote-3) |
| Hong Kong | Principal Investigator (PI) |  |  |  |  |  |
| Co-Investigator(s)(Co-I) |  |  |  |  |  |
| Mainland | PI |  |  |  |  |  |
| Co-I(s) |  |  |  |  |  |

1. **Total Amount Requested:**

|  |  |  |  |
| --- | --- | --- | --- |
| Amount requested |  |  |  |
| from the RGC: | HK$ |  | (excluding on-costs) |
|  |  |  |  |  |
| from the NSFC: | RMB |  | (excluding on-costs) |

1. **Project Objective(s):**

Please briefly list the key objectives of the project in order of priority.

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|  |

1. **Proposed Outline of Research Plan and Methodology:**

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| --- |
| Please summarise the nature of the research project and the approach to be undertaken.  |

1. **Brief Plan for Collaboration:**

Please indicate the role(s) and specific tasks the Hong Kong and the Mainland collaborators are each responsible for.

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|  |

1. **Brief CV of Applicants of Both Teams:**

For each PI and Co-I, please attach a two-sided A4 page CV in standard RGC format as follows:

[All the dates given should be in ‘DD/MM/YYYY’ format.]

1. Name
2. Academic qualifications (with dates and name of awarding universities)
3. Previous academic positions held (with dates)
4. Present academic position(s) (with date(s))
5. Previous relevant research work
6. Publication records
	* + Five most representative publications in recent five years
		+ Five representative publications beyond the recent five-year period with the latest publication entered first

|  |  |
| --- | --- |
| 1. **Number of Work Hours Per Week to be Spent by the Hong Kong PI on the Proposal:**
 |  |

1. **Consent for Collaboration:**

The Hong Kong PI confirms that the Co-I(s) in the Hong Kong Team listed in the proposal have explicitly agreed to serve in the project team and a copy of the proposal has been provided to each of the Co-Is. The Hong Kong PI shall provide further documentary proof on the collaboration upon the request of the RGC / Secretariat.

1. **Declaration**

**We certify that the information given in this Application Form is complete and accurate to the best of our knowledge, and consistent with the information given in the joint proposal submitted by the Mainland team to the NSFC. The Hong Kong PI fully understands that failure to comply with any of the RGC’s requirements may lead to disqualification of the application and / or other debarment of applying for future UGC / RGC grants for a certain period of time.**

**In addition, by submitting the application, we undertake that the research activity(ies) / expenditure(s) of the project if funded will be carefully monitored for its / their compliance with applicable laws, health and safety guidelines and ethical standards.**

**Hong Kong Team:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Principal Investigator:** |  |  |  |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
| **Co-Investigator(s):** |  |  |  |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
| (Add more names of Co-I(s) if necessary) |

**Mainland Team:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Principal Investigator:** |  |  |  |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
| **Co-Investigator(s):** |  |  |  |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
| Name  |  | Signature : |  | Date : |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| (Add more names of Co-I(s) if necessary) |

**PART II UNIVERSITY’S STATEMENT ON SUBMISSION**

[To be completed and signed by the appropriate authority of the Hong Kong PI’s university. The university should confirm that it has evaluated and given support to the application before submission to the RGC.

To safeguard the interests of the researcher and the university, the awardee university bears the primary responsibility for prevention, detection and investigation of research misconduct, including but not limited to misusing of funds, data falsification, plagiarism, self-plagiarism and double-dipping.]

(\*Please tick ‘✓‘ as appropriate in the boxes)

I confirm that:

1. the application has been evaluated and endorsed by the university for submission to the RGC;

|  |  |  |  |
| --- | --- | --- | --- |
| (b) | the Hong Kong PI, in the staff grade |  | , meets fully the stipulated staff eligibility |
|  | requirement for NSFC / RGC JRS and is not debarred from applying for RGC grant; |

 [Where the Hong Kong PI is newly appointed, the university has formally entered into a contract of service with him / her on or before the submission deadline of this funding exercise and his / her appointment would take effect on or before 1 September 2025.]

|  |  |  |
| --- | --- | --- |
|  |  | the Hong Kong PI is / will be primarily engaged in and spending at least 80% of time in degree or higher degree work at the university; **or** |
|  |
|  |
|  |  | the Hong Kong PI is / will be seconded to work at the following Innovation and Technology clusters at the Hong Kong Science Park with effect from \_\_\_\_\_\_\_\_\_ (mm/yyyy); **or** |
|  |
|  |
|  |  | Health@InnoHK |
|  |
|  |  | AIR@InnoHK |
|  |
|  |  | the Hong Kong PI is / will be seconded to conduct research in a university or a research institute / body / agency in the Mainland / overseas jurisdiction with effect from \_\_\_\_\_\_\_\_\_ (mm/yyyy)[Name of university / research institute / body / agency: \_\_\_\_\_\_\_\_\_ Region / Country: \_\_\_\_\_\_\_\_\_] |
|  |
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|  |  |  |
| --- | --- | --- |
| (c) |  | the Hong Kong PI is / will be employed on permanent term; |
|  |
|  |  | the Hong Kong PI is / will be employed on fixed term contract; |

[If the Hong Kong PI is / will be employed on fixed term contract, the Hong Kong PI will still be eligible for a NSFC / RGC JRS grant at the time of the funding award being made in October / November 2025 and for at least the first year of the planned project duration.]

|  |  |  |
| --- | --- | --- |
| (d) |  | the Hong Kong PI is / will be a visiting scholar; |
|  |
|  |  | the Hong Kong PI is NOT a visiting scholar; |

[Where the Hong Kong PI is a visiting scholar, he / she has a full-time employment at the university covering at least one year or the expected project duration whichever is the longer];

(e) the applicant will have the number of work hours per week as declared in Section 8 of Part I to supervise the proposed project without prejudice to his / her existing commitment in other research work, teaching and administrative duties;

(f) the university will inform the RGC as soon as the Hong Kong PI ceases to be eligible to apply, receive or hold the NSFC / RGC JRS grant, and will withdraw the application; or recommend to the RGC for approval of a suitable new Hong Kong PI, if any, to take over the funded project once it is funded and commenced. The university understands that failure in identifying a suitable new PI or obtaining approval from the RGC for change of PI will result in termination of the funded project;

(g) the Hong Kong PI does not hold an on-going NSFC / RGC JRS project in the capacity of a Hong Kong PI as at 17 January 2025;

(h) the university understands that the RGC NSFC / RGC JRS grant, if given, will be withdrawn if the project does not start on 1 January 2026 or the Hong Kong PI leaves the UGC sector within the first year of project commencement. The university should report to the RGC as soon as possible when the Hong Kong PI proceeds on no-pay leave / professional leave for a continuous or cumulative period exceeding 183 days within the project period.

Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (in BLOCK letters)

Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Please refer to the list of subject areas in the General Research Fund “Scheme Overview and Guidance Notes (GRF2)”, which is available at the RGC website: https://www.ugc.edu.hk/doc/eng/rgc/form/GRF2.pdf. [↑](#footnote-ref-2)
2. The Hong Kong PI and all Hong Kong Co-I(s) are required to provide an ORCID iD to facilitate identification of researchers. Overseas Co-I(s) are encouraged to provide one. ORCID iD can be registered for free at https://orcid.org. [↑](#footnote-ref-3)