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|  | RGC Ref. No.: |  |
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**RESEARCH GRANTS COUNCIL**

**RGC Postdoctoral Fellowship Scheme (PDFS)**

**Completion Report**

(*for completed fellowship only*)

***This form should be completed and signed by the awardee and the supporting university, and submitted in text-searchable PDF format.***

**A: General Information**

|  |  |
| --- | --- |
| **Name of Awardee:** |  |
| **Name of Supporting University:** |  |
| **Affiliated Faculty / School / Department / Division / Unit:** |  |
| **Name(s) and Designation(s) of Supervisor(s):** |  |
| **Fellowship Commencement Date (dd/mm/yyyy):** |  |
| **Fellowship Completion Date:** **(dd/mm/yyyy)** |  |
|  |
| **B: The Final Report** |
| 1. **Objectives**

**(1a) Title of research project(s) (if applicable)**

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**(1b)** **Objectives of research project(s) / activities for the whole fellowship period:***1.**2.**3. ….***(1c) Summary of objectives addressed to date**

|  |  |  |
| --- | --- | --- |
| **Objective***(as per (1b) above)* | **Addressed***(please tick)* | **Percentage achieved***(please estimate)* |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| … |  |  |

 |
| **(1d) Realisation of the objectives***(max. in two A4 pages, please state how and to what extent the objectives have been achieved, give reason(s) for under-achievement and outline attempt(s) to overcome problem(s), if any)*

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1. **Research Outcome**

**(2a) Major findings and research outcome***(max. in one A4 page, please make reference to 4. Research Output where necessary)*

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**(2b) Potential for further development of the research and the proposed course of action***(max. in half A4 page)*

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**3. Layman’s Summary***(describe in layman’s language the nature, significance and value of the research project / activities, in no more than 200 words)*

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**4. Research Output****(4a) Peer-r****eviewed publication(s) arising directly from this** **fellowship / research project** *(Please attach a copy of the publication and/or the letter of acceptance if not yet submitted in the previous progress report(s). All listed publications must acknowledge RGC’s funding support by quoting the specific grant reference.)**Please fill in the following table for* ***each*** *publication.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **The Latest Status of Publication**
 | **Published** | **Accepted but not yet published^** | **Under Review^** | **Under Preparation^** (optional) |
|  |  |  |  |
| ^ For not-yet-published publication, items (vi) to (xxvi) can be left blank if information is not yet available.  |
| 1. **Author(s)**

*(denote the corresponding author with an asterisk\*)* |  |
| 1. **Contact information of the corresponding author(s)**
 | Name  | ORCID (if any) | Email |
|  |  |  |
| 1. **Title (in published language)**
 |  |
| 1. **Title in other language (if any)**
 |  |
| 1. **Full name of journal/book**
 |  |
| 1. **Volume**
 |  |
| 1. **Issue number**
 |  |
| 1. **Pages**
 |  |
| 1. **Article Number**
 |  |
| 1. **Other necessary publishing details (if any)**
 |  |
| 1. **Year of publication / Year of acceptance**
 |  |
| 1. **Original language of the publication**
 |  |
| 1. **Publisher or equivalent**
 |  |
| 1. **Digital object identifier (DOI)**
 |  |
| 1. **Abstract (as set out in the journal article)**
 |  |
| 1. **Open access status**

*(Immediate open access / Embargoed open access / Non-open access)* |  |
| 1. **Embargo end date (month, year) (if any)**
 |  |
| 1. **Accessible from the institutional repository** *(Yes or No)*
 |  |
| 1. **Hyperlink to the publication (the link to institutional repository if preferred) (if any)**
 |  |
| 1. **Other affordable means for access (if any)**

*(Individual article purchase offered by the publisher / Access through the university libraries (on membership) / Contacting the corresponding author(s))* |  |
| 1. **Article Processing Charge (APC) for publishing the article in an open access journal**

*(Required / Not required / Not applicable)* |  |
| 1. **Total amount of associated APC (in Hong Kong dollars, if any)**
 |  |
| 1. **Amount of associated APC paid by university (or universities, in case it is borne by more than one university) (in Hong Kong dollars, if any)**
 |  |
| 1. **Copyright retained by author(s)** *(Yes or No)*
 |  |
| 1. **Number(s) and jurisdiction(s) of the granted patents associated with the article (if any)**
 |  |
| 1. **Submitted to RGC (indicate the year ending of the relevant progress report)**
 |  |
| 1. **Attached to this report** *(Yes or No)*
 |  |
| 1. **Acknowledged the support of RGC** *(Yes or No)*
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| **(4b) Other research output(s) (if applicable, not including that from international conference(s) and/or overseas research- related activities):** |
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| **5. Conference and Research-related Activities****(5a) International conference(s) attended and/or overseas research-related activities participated during the fellowship period:***(Please provide the date, place and name of each conference)* |
|  |
|  |
| **(5b) Related output(s) of the international conference(s) and/or overseas research-related activities (if applicable):** |
|  |
| 1. **Public access of completion report**

*(Please specify the information, if any, that cannot be provided for public access and give the reasons.)*

|  |  |
| --- | --- |
| Information that cannot be provided for public access | Reasons |
|  |  |

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| **Signature of Awardee:** |  |
| **Date:**  |  |
| **Email Address:** |  |

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| **7. Fellowship Expenditure****(7a) Source of funding**

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| --- | --- |
| **Source** | **Amount (HK$)** |
| RGC (PDFS fellowship stipends) |  |
| University / Others (please specify) |  |
| Total budget |  |

**(7b) Actual expenditure**

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| --- | --- |
| **Direct cost** | **Amount (HK$)** |
| Awardee’s basic salary as Postdoctoral Fellow |  |
| Conference and research-related travel allowance |  |
| Others (please specify): |  |
| Total |  |
| Balance: | ( % of PDFS fellowship stipends) |

**8. Overall Comment: Note 1** |
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| Note 1: | The comment should be provided by the awardee’s supervisor(s) to cover his/her performance, conduct, research activities participated and the relevant output(s), as well as other observations. |
|  |
| **The above assessment is conducted by:** |
| **Signature:** |  |
| **Title / Name:** |  |
| **Designation:** |  |
| **Relationship with Awardee:** |  |
| **Email Address:** |  |
| **Date:**  |  |
|  |
|  |
| **This completion report is endorsed by Note 2:** |
| **Signature of Countersigning Officer:** |  |
| **Title / Name:** |  |
| **Designation:** |  |
| **Supporting University:** |  |
| **Date:**  |  |

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| Note 2: | Countersigning Officer should be the Vice-President (Research) or Chairman, Research Committee or equivalent. |