RESEARCH GRANTS COUNCIL
Application for Allocation from
the Research Impact Fund (RIF) for 2024/25

Full Proposal

- Please read the Guidance Notes RIF2F (Jun 24) carefully before completing this form.

- 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 misuse of funds, data falsification, plagiarism and double-dipping. The university is strongly encouraged to vet the applications using anti-plagiarism software before submitting them to RGC.

PART I   RESEARCH PROPOSAL

[To be completed by the applicant(s)]

1. Information on the Project

(a) (i) Name and Academic Affiliation of Applicants:

	Name (with title)	Post	Unit/ Department/ Institution	Local Academics (Yes / No)	ORCID ID	Current Member of RGC / Committee / Panel as at application deadline (Yes / No)	RGC / Name of RGC Committee / Panel	Number of Hours Per Week to be spent by the PC and each Co-PI on the Project
Project Coordinator [PC]:								
Co-Principal Investigator [Co-PI]:								
Organisational partner:								
Collaborator:								

(ii) Is the PC a new appointee within 2 years of full time paid appointment to his/her first substantive academic/research position in any university/institution (both local and overseas) at the time of submission of the proposal?

Yes ☐   No   ☐

(iii) Title of Project (in English and Traditional Chinese):

_____

_____

(iv) Nature of Application:

New ☐   Re-submission ☐   Renewal   ☐

Reference no. of relevant proposal:_____   *Reference no. of relevant project:____*

Funding Scheme _____   *Funding Scheme _____*

(b) (i) Primary Field:_____ & Code _____   Percentage:_____

Secondary Field:_____ & Code _____   Percentage:_____

(ii) A maximum of five sets of keywords to characterise the work of your proposal
(a maximum of 30 characters for each set of keywords)

(iii) Project Duration: _____ Months

(iv) Funding Requested

Total cost of the project: HK$

Less:

Matching fund provided by university: HK$

Matching fund provided by partner(s), if any: HK$

*(Should be on 70% (RGC)(excluding on-costs) /
30% (university/organisational partner(s)) basis)*

Net amount requested from RGC: HK$
(excluding on-costs)

(c)   Abstract of research proposal comprehensible to a non-specialist
(a maximum of one page of PDF document in standard RGC format.)

PART II DETAILS OF THE RESEARCH PROPOSAL
[To be completed by the applicant(s)]

1. Project Objectives
   [Please list the objectives in point form]

      (1)
      (2)
      (3)

2. Pathways to Impact Statement
   [a maximum of two pages]

3. Background of research, research plan and methodology
   (a maximum of 10 pages in total in standard RGC format for items (a) and (b))

(a) Background of research

(b) Research plan and methodology

(c) A maximum of two non-text pages of attached diagrams, photos, charts, and table etc., if any

(d) A one-page Gantt chart showing the research activities

(e) Reference (a maximum of three pages for references is allowed for listing the publications cited in Section 3. All full references should be provided, including all authors of each reference.)

PROJECT FUNDING

4. Cost and justification

(a) Estimated cost and resource implications:
[Detailed justification should be given in order to support the request for each item below]
(a maximum of 500 words for each box)

	Year 1 ($)	Year 2 ($)	Year 3 ($)	Year 4 ($)	Year 5 ($)	Total ($)

(A) One-line Vote Items

(i) Supporting Staff Costs
[please read Part II Section 4 (a)(A)(i) of Guidance Notes RIF2F carefully]

Types
- Senior Research Assistant/Research Assistant/Post-doctoral Fellows/Research Postgraduate Students
- Others

Monthly salary x Nos. x Months

HK$

Justification :

(ii) Equipment Expenses
[please itemize and **provide quotations** for each item costing over $200,000.]

HK$

Justification :

(iii) Outsourcing Expenses of Research Work Outside Hong Kong
[please itemize your cost estimation with justification and **provide quotations** for work costing over $200,000; and provide detailed justification of sample sizes and costs for surveys conducted outside Hong Kong.]

HK$

Justification :

(iv) General Expenses
[please itemize and **provide quotations** for services/purchase costing over $200,000; and provide detailed justification of sample sizes and costs for surveys conducted in Hong Kong.]

HK$

Justification :

Quotation Provided :   Yes ☐   No ☐

(v) Conference Expenses

HK$

Justification :

Sub-total for (A) (One-line Vote Items):

HK$

(B) Earmarked Items

(vi) High-performance Computing Services Expenses

HK$

Justification :

Quotation Provided :   Yes ☐   No ☐

(vii) Research-related Software Licence / Dataset
[please itemize and provide quotations for each item]

HK$

Justification :

Sub-total for (B) (Earmarked Items):

HK$

(viii) **Total cost of the project (A) + (B)**

HK$

(C) Deduction Items

Less :

(ix) Matching funding provided by university

HK$

(x) Matching funding provided by organisational partner(s), if any

HK$

*(Should be on 70% (RGC)(excluding on-costs) /
30% (university/organisational partner(s)) basis)*

Sub-total for (C) (Deduction Items):

HK$

Amount requested in this application: (A) + (B) – (C)

HK$

(b) Declaration on the Equipment Procurement:

☐ (i) No procurement of equipment is required
OR
☐ (ii) I declare that the equipment indicated in Section 4(a)(A)(ii) above is not available in the university
OR
☐ (iii) I declare that all or some of the equipment (please provide details in the following text box) indicated in Section 4(a)(A)(ii) above is available in the university but cannot be used by me in view of the following reasons (a maximum of 500 words)

Reasons: (a maximum of 500 words)

(c) Declaration on high-performance computing services

☐ (i) No procurement of high-performance computing services is required
OR
☐ (ii) I declare that the high-performance computing services indicated in Section 4(a)(B)(vi) above is not available in the university
OR
☐ (iii) I declare that all or some of the high-performance computing services (please provide details in the following text box) indicated in Section 4(a)(B)(vi) above is available in the university but cannot be used by me in view of the following reasons (a maximum of 500 words)

Reasons : (a maximum of 500 words)

(d) Declaration on the research-related software licence / dataset

    ☐   (i)   No procurement of research-related software licence / dataset is required

OR

    ☐   (ii)   I declare that the research-related software licence / dataset indicated in Section 4(a)(B)(vii) above is not available in the university

OR

    ☐   (iii) I declare that all or some of the research-related software licence / dataset (please provide details in the following text box) indicated in Section 4 (a)(B)(vii) above is available in the university but cannot be used by me in view of the following reasons (a maximum of 500 words)

Reasons: (a maximum of 500 words)

5. Existing facilities and major equipment available for this research project
(a maximum of 400 words)

6. Funds secured or to be secured

(a) Matching funding from university and organisational partner(s) has already secured for this research proposal. The total amount has been reported in Section 4(a)(C) of Part II above, breakdown as follows:

        Source   Amount
                                                ($)

(b) Other research funds to be or are being sought for this research proposal.
[If funds under this item are secured, the amount of the Research Impact Fund Grant to be awarded may be reduced]:

        Source   Amount
                                                ($)

7. <u>Brief Curriculum Vitae (CV) for Applicants</u>
[Please attach a maximum of two pages curriculum vitae, in standard RGC format, for the PC and each Co-PI. For organisational partner(s), please also attach a one-page introduction of the organisation.]

8. <u>Collaboration Plan</u>
[Please identify the role and specific task(s) the PC and each of the Co-PIs/organisational partner(s) are responsible for in one page. Letter of collaboration should be attached to Section 15.]

9. <u>Applicants' Experience in Collaboration beyond Academia</u>
[Please describe the experience, if any, of the PC and each Co-PI in collaboration beyond academia (250 words for each person).]

DECLARATION OF TIME COMMITMENTS, RELATED PROPOSALS & GRANT RECORD

[Please refer to Guidance Notes for information required and implications for non-disclosure of related proposals]

10. Declaration of time commitments

    (i)   Number of on-going <u>individual</u> research projects currently held by PC in any capacity (e.g. Principal Investigator, Co-Investigator (Co-I), Collaborator, etc.):

    (ii)   Number of on-going <u>collaborative</u> research projects currently held by PC in any capacity (e.g. PC, Co-PI, Co-I, Collaborator, etc.):

If the number declared in (i) exceeds **THREE OR** the number declared in (ii) exceeds **TWO**, please provide the following information:

(iii) overall amount of time spent on research in percentage terms; and
(iv) justifications on how he / she would be able to take up this additional research project if funded while maintaining the research quality.

11. <u>Re-submission of a proposal not supported previously</u>

    (a)   Is this proposal a re-submission or largely related to a proposal that has been submitted to but not supported by the UGC / RGC or other funding agencies? An affirmative reply should be given if a component of this proposal is a re-submission.

            Yes ☐   No ☐

If yes, please state the funding agency(ies) and the funding programme(s):

Reference No(s). [for UGC / RGC projects only]:
Project title(s) [if different from Section 1(a) of Part I above.]:
Date (month / year) of application(s):
Outcome:
Number of times of re-submission under the RIF since its first submission and proposal reference number(s):

If this proposal is a re-submission under the RIF, please provide a summary of all the previous submissions and the revision made to each of the previous submissions. (*should not exceed one A4 page*):

    (b)   If this application is the same as or related to the one(s) submitted but not supported previously, what were the main concerns / suggestions of the reviewers then?

    (c)   Please give a brief response to the points mentioned in Section 11(b) above, highlighting the major changes that have been incorporated in this application. (One page in standard RGC format with a maximum of 400 words.)

12. <u>Grant Record of Project Coordinator/Co-Principal Investigators</u>

  (a) PC - Details of research projects undertaken and proposals submitted by the PC (in a PC/PI or Co-PI/Co-I capacity) including

    (i)   completed research projects funded from all sources (irrespective of whether from UGC/RGC) in the past five years;

    (ii)   on-going research projects funded from all sources (including project(s) funded but yet to commence; irrespective of whether from UGC/RGC); and

    (iii)   proposals pending funding approval (irrespective of whether submitted to UGC/RGC).

No. of on-going research projects being held by the PC:

	Details
(1) Project/Proposal Ref. No.	
(2) Project Title	
(3) Project Objectives (not applicable for unsuccessful proposals or withdrawn projects)	
(4) Status	Completed/On-going/Pending funding approval
(5) Capacity	PC/PI/Co-PI/Co-I
(6) Funding Source(s) and Amount($)	
(7) Start Date and (estimated) Completion Date (if applicable)	
(8) Number of Hours Per Week Spent by the PC in Each On-going Project*	
(9) Related to the current application	Related/NA

If yes, please explain the differences
[a maximum of 400 words]

(iv) any related research work that is being / has been conducted in relation to the proposal (irrespective of whether from UGC/RGC and not limited to the past five years), including but not limited to data collection, preliminary research, working papers, publications (such as journal papers, conference papers and books, etc.), presentations, media interviews and other submitted proposals, etc., please provide the details of the related research work (such as the title of the projects and / or papers / publications, or a brief description of the preliminary research work, etc.) whether or not such work was part of a funded project; and provide clarifications that distinguish that related research work from the work requested to be funded through this proposal. Any researcher who fails to disclose any related research work that is being / has been conducted in relation to the proposal will be subject to disciplinary action.

	Details
Please provide the details on whether or not such related research work was part of a funded project; and provide clarifications that distinguish that related research work from the work required to be funded through this proposal (a maximum of 400 words)	

* The PC is not required to report on the time spent in the capacity of Co-I in General Research Fund / Joint Research Schemes projects funded by RGC.

(b) Co-PI(s) - Details of research projects undertaken and proposals submitted by each Co-PI (in a PC/PI or Co-PI/Co-I capacity) including

(i) on-going research projects funded from all sources (including project(s) funded but yet to commence; irrespective of whether from UGC/RGC); and

(ii) proposals pending funding approval (irrespective of whether submitted to UGC/RGC).

Name of Co-PI concerned: _____

No. of on-going research projects being held by the Co-PI: ☐

	Details
(1) Project/Proposal Ref. No.	

(2) Project Title

(3) Capacity   PC/PI/Co-PI/Co-I

(4) Status   On-going/Pending funding approval

(5) Funding Source(s) and Amount($)

(6) Start Date and (estimated) Completion
     Date (if applicable)

(7) Number of Hours Per Week Spent by
     the Co-PI in Each On-going Project*

(8) Related to the current application   Related/NA
     If yes, please state the project objectives
     and explain the differences
     [a maximum of 400 words]

(iii)   any related research work that is being / has been conducted in relation to the
               proposal, including but not limited to data collection, preliminary research,
               working papers, publications (such as journal papers, conference papers and
               books, etc.), presentations, media interviews and other submitted proposals, etc.,
               please provide the details (such as the title of the projects and / or papers /
               publications, or a brief description of the preliminary research work, etc.)
               whether or not such work was part of a funded project; and provide clarifications
               that distinguish that related research work from the work requested to be funded
               through this proposal. Any researcher who fails to disclose any related research
               work that is being / has been conducted in relation to the proposal will be subject
               to disciplinary action.

	Details
Please provide the details on whether such related research work was part of a funded project; and provide clarifications that distinguish that related research work from the work requested to be funded through this proposal (a maximum of 400 words)	

     *   The Co-PI is not required to report on the time spent in the capacity of Co-I in
         General Research Fund / Joint Research Schemes projects funded by RGC.

(c)   Major research output of previously funded projects

       Major research output of previously funded projects (UGC/RGC and non-UGC/RGC

sources), in descending chronological order, undertaken by the PC and Co-PI(s) relevant to this application.

[Please attach a summary (a maximum of 400 words in standard RGC Format, one summary per application) on the progress/publications/conferences/student-training or output in any other formats of the projects, with the relevant project reference no.]

ANCILLARY INFORMATION

13. Research Ethics / Safety Approval and Access to Government/Official/Private Data and Records
    [Please refer to Guidance Notes Part II Section 13 for the responsibilities and implications]

    (a) Research Ethics/Safety Approval

        (i) I confirm that the research proposal ☐ involves / ☐ does not involve human subjects.

        (ii) I confirm that the research proposal ☐ involves / ☐ does not involve the study of artefacts.

        (iii) Please tick '√' in the appropriate boxes to confirm if approval for the respective ethics and/or safety issues is required and has been/is being obtained from the PC's university. PCs are encouraged to seek necessary approval (except for human research ethics (clinical)) before application deadline as far as possible.

	Approval not required	Approval being sought	Approval will be sought if funded	Approval obtained
(1) Animal research ethics	☐	☐	-	☐
(2) Biological safety	☐	☐	-	☐
(3) Ionizing radiation safety	☐	☐	-	☐
(4) Non-ionizing radiation safety	☐	☐	-	☐
(5) Chemical safety	☐	☐	-	☐
(6) Artefacts research ethics	☐	☐	-	☐
(7) Human research ethics (non-clinical)	☐	☐	-	☐
(8) Human research ethics (clinical)	☐	☐	☐	☐

        (iv) If approval is required by **other authorities**, please indicate below the names of the authorities and the prospects of obtaining such approval. If not applicable, please put down "N.A.".

    (b) Access to Government/ Official/ Private Data and Records

        (i) Is access to Government or official or private data and records critical to the research proposal?

        ☐   No   ☐   Yes

        If approval is required, please indicate below the names of the agency(ies) of

obtaining such approval.

(ii) Please tick '√ ' in the appropriate boxes to confirm if approval for access to the related data/records has been / is being obtained from the relevant agency(ies). If approval has been obtained, please provide evidence.

List of agency(ies)	Approval not required	Approval being sought	Approval obtained
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐

[Note: PCs are encouraged to seek necessary approval before application deadline as far as possible.]

14. Release of completion report, data archive possibilities and public access of publications resulting from research funded by RGC

(a) Is the proposed project likely to generate dataset(s) of retention value?

Yes ☐   No ☐

If yes, please describe the nature, quantity and potential use of the dataset(s) in future.

(b) Are you willing to make the dataset(s) available to others for reference twelve months after the publication of research results or the completion of this proposed project?

Yes ☐   No ☐

I / We understand that RGC will release the completion report to the public and only considers data archiving requests after the completion of RGC-funded project. RGC has full discretion in funding the archiving requests. Datasets archived with RGC funds will require users to acknowledge the originator and RGC. The originator will also be provided with copies of all publications derived from the use of the data.

The PC undertakes to include in the completion report the URL links to the university's repository or the publishers' websites so that the public could have quick and easy access to the manuscripts or journal articles. The PC will also consider to include in the completion report the data repository where research data of the project could be accessed and shared, where appropriate.

The PC also undertakes that upon acceptance of a paper for publication:

(i) he / she will check whether the publisher already allows (A) full open access to the publisher's version, or (B) his / her depositing a copy of the paper (either the publisher's version or the final accepted manuscript after peer-review) in the university's repository for open access;

(ii)   if both (i) (A) and (B) are not allowed, he/she will request the publisher to allow him/her to place either version in his/her university's repository for restricted access immediately upon publication or after an embargo period of up to twelve months if required by the publisher; and

(iii)   subject to the publisher's agreement on (i) or (ii) above, he / she will deposit a copy of the publication in his/her university's repository as early as possible but no later than six months after publication or the embargo period, if any.

15.   <u>Education Plan, Knowledge & Technology Transfer Plan, Collaboration Letters and Supporting Documents</u>

(i)   Appendix I: Education Plan
Describe in one page how the PC will leverage the research in an educational context with a view to strengthening the teaching-research integration. As there may be different expectation within different disciplines, a wide range of educational activities will be acceptable.

(ii)   Appendix II: Supporting statements from potential users of the research, who may be prepared to co-invest or engage in some way in collaborative activity with the PC / Co-PI
[Please attach a maximum of one page from each potential user, up to three pages in total.]

(iii) Appendix III: Collaboration letters from Co-PIs and Organisational Partners (if not potential user of research whose statement has already been included in Appendix II above)

(iv) Appendix IV: Knowledge & Technology Transfer Plan (Optional)
Applicants who contemplate applying for funding support from the Government's Innovation and Technology Fund or other funding agency at a later stage may provide a knowledge & technology transfer plan (in <u>one</u> separate page) for advance information of the corresponding funding agency. This plan will not be assessed by RGC for the purpose of making funding decisions.

(v)   Appendix V: Statement on Public Policy Element (Optional)
Applicants who wish to have their project details released to the PICO if their application is successful, please provide a statement on the public policy element (in one separate page) of the project. This statement will not be assessed by RGC for the purpose of shortlisting proposals.

(vi) Appendix VI: Proposed changes to information submitted at preliminary proposal stage with detailed justification (Optional)
(As no major changes are expected, only one page is allowed)

(vii) Appendix VII: Other supporting documents
(A maximum of 20 words to caption each document)

By submitting the application, the PC undertakes 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.

We certify that we have completed this application in accordance with the Guidance Notes RIF2F (Jun 24). The information given is complete and accurate to the best of our knowledge. In addition, the PC herewith confirms that he / she has obtained the explicit consent of all the parties in Part I(a) to collaborate in the proposed research and he / she would be required to provide documentary proof on the collaboration if necessary. In addition, the PC confirms that a copy of the proposal has been provided to each of the Co-PIs and partner(s) that he / she had made the proposal available to all the Co-PIs and partner(s) for making declaration. The PC fully understands the failure to comply with any of RGC's requirements may lead to disqualification of the application and / or other debarment of applying future UGC / RGC grants for a certain period of time.

PART III   UNIVERSITY'S ENDORSEMENT AND DECLARATION OF RESEARCH ETHICS/SAFETY
[To be completed by the appropriate authority of the PC's university. The university should confirm that it has evaluated and given support to the application before submission to RGC, and verify that the PC fully meets the criteria for and is not debarred from applying for UGC/RGC funds. Before giving the various confirmations required, the university should satisfy itself that the PC in all respect meets the requirement of RGC and can complete the project, if funded. The university is also required to report to RGC <u>immediately</u> if the PC subsequently becomes ineligible for the grant.]

1. <u>University's Endorsement</u>
    (* Please tick '√' as appropriate in the boxes)

I confirm the following:

(a)   the application has been evaluated and endorsed by the university for submission to RGC;

(b)   the PC, in the staff grade ____, meets fully the stipulated staff eligibility requirement for RIF and is not debarred from applying for RGC grant;

[where the PC is newly appointed, the university has formally entered into a contract of service with him/her on or before 27 February 2024 and the contract requires him/her to report for duty on or before 1 September 2024.]

☐   the PC is / will be primarily engaged in and spending at least 80% of time in degree or higher degree work at the university;

☐   the PC is / will be seconded to work at the following Innovation and Technology (I&T) clusters at the Hong Kong Science Park from _____(mm / yyyy) to _____ (mm/yyyy), with intellectual property agreements in place that apply to this period of secondment;;

        □   Health@InnoHK

        □   AIR@InnoHK

☐   the PC is / will be seconded to conduct research in a university or a research institute / body / agency in the Mainland / overseas jurisdiction from _____ (mm/yyyy) to _____ (mm/yyyy), with intellectual property agreements in place that apply to this period of secondment.

        [Name of university / research institute / body / agency: _____
        Region / Country: _____]

(c) ☐   the PC is/will be employed on permanent term

     ☐   the PC is/will be employed on fixed term contract

[If the PC is/will be employed on a fixed term contract, the PC has to be still eligible for a RIF grant at the time of the funding award being made in December 2024/January 2025 and throughout the whole project period.]

(d) ☐ the PC is/will be a visiting scholar

☐ the PC is NOT a visiting scholar

[where the PC is a visiting scholar, he/she has a full-time employment with the university covering the whole project period.]

(e) the applicant will have the number of hours per week as declared in Part I Section 1(a) 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 RGC <u>as soon as</u> the PC ceases to be eligible to apply, receive or hold a RIF grant, and will withdraw the application; or once funded and commenced, recommend to the RGC for approval of a suitable new PC, if any, to take over the funded project. The university understands that failure in identifying a suitable new PC or obtaining approval from RGC for change of PC will result in termination of the funded project;

(g) the university understands that the RIF grant, if given, will be withdrawn if the project does not start by 30 June 2025 without justification to the satisfaction of RGC; or the PC leaves the UGC sector before the project completion and the universities cannot identify a suitable new PC to take over the project. The university should report to RGC as soon as possible when a PC proceeds on no-pay leave/professional leave for a continuous or cumulative period exceeding 183 days within the project period.

2. <u>University's Commitments</u>

I confirm that:

(a) adequate supervision, research facilities and training provisions

☐ will

☐ will not

be in place to meet the need of RPg student(s) so employed under the research grant if this application is supported by RGC.

☐ no RPg student will be trained in this proposed project

☐ not applicable

(b) ☐ no outsourcing outside Hong Kong is required

☐ the PC's justification at Part II Section 4(a)(A)(iii) is reasonable and I support the PC's application for outsourcing the stated work outside Hong Kong;

(c) ☐ no equipment is required

☐ the PC's declaration and reasons at Part II Section 4(a)(A)(ii) are true and correct and I support the PC's request for this procurement of equipment;

(d) ☐ no high-performance computing services is required

☐ the PC's declaration and reasons at Part II Section 4(c) are true and correct and I support the PC's request for this subscription of high-performance computing resources;

(e) ☐ no research-related software licence/dataset is required

☐ the PC's declaration and reasons at Part II Section 4(d) are true and correct and I support the PC's request for this procurement of the research-related software licence/dataset;

(f) ☐ this application does not include requests for purchasing normal academic equipment, computer, consumables, postage, fax, stationery, overseas telephone charges, and standard software licence/dataset known to be available or reasonably expected to be provided in the universities concerned;

(g) ☐ the university will provide matching funding on a 70% (RGC) / 30% (university / organisational partner(s)) basis on the total cost of the project. In case the contribution from organisational partner(s) does not realise, the university undertakes to provide the matching funding up to 30%;

(h) ☐ the university undertakes to provide a video clip to publicize the project's research achievements within three months upon satisfactory rating of completion report, if the project is funded; and

(i) this application

☐ has been scanned by anti-plagiarism software.

☐ has not been scanned by anti-plagiarism software.
(please provide reasons for not scanning by anti-plagiarism software:

_____)

3. <u>Research Ethics/Safety Approval and Access to Government/Official/Private Data and Records</u>
(Please tick '√' as appropriate in the boxes)

(a) <u>Research Ethics/Safety Approval</u>

I have examined the research proposal and confirm that:

(i) ☐ the research proposal involves human subjects

and human research ethics
(non-clinical)

☐ approval has been obtained.

☐ approval is being sought.

☐ approval not required/exemption has been obtained.

☐ exemption is being sought.

and human research ethics
(clinical)

☐ approval not required.

☐ approval is being sought.

☐ approval will be sought if funded.

☐ approval has been obtained.

or

☐ the research proposal does not involve human subjects.

(ii) ☐ the research proposal involves the study of artefacts and

☐ approval has been obtained.

☐ approval not required.

or

☐ the research proposal does not involve the study of artefacts.

(iii) the approval of the appropriate authority(ies) is/are not required or has been/will be obtained in respect of the following :

		Approval not required	Approval being sought	Approval obtained
(i)	Animal research ethics	☐	☐	☐
(ii)	Biological safety	☐	☐	☐
(iii)	Ionizing radiation safety	☐	☐	☐
(iv)	Non-ionizing radiation safety	☐	☐	☐
(v)	Chemical safety	☐	☐	☐

(b)   <u>Access to Government/Official/Private Data and Records</u>

I have examined the research proposal and confirm that

(i)   the approval of the appropriate authority(ies) is/ are:

☐ Required

☐ not required

(ii)   the approval of the appropriate agency(ies) has been/will be obtained in respect of the following :

<u>List of agency(ies)</u>	Approval not required	Approval being sought	Approval obtained
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐

For (a) and (b) above (except human research ethics (clinical)), where such approval is required but has not yet been obtained, the university will ensure that it will be obtained without delay. The university understands that if no confirmation of such approval is provided to RGC by 30 September 2024, RGC will regard this RIF application as being withdrawn and will stop further processing it.