Application for New Round of Research Matching Grant
(New Round: 2025 – 2029)

To: Secretary-General, UGC

Name of University / Institution: _____

Date of Submission: _____

Period of Receipt: _____   **to**   _____

─ **Please read the descriptions below and the Notes of Application on pages 4 and 5 before completing this application form.**

Source of Donations / Research Grants / Research Contracts:
D1 – Private corporations / companies in the industries
D2 – Charities / Foundation / Trust
D3 – Non-governmental organisation(s)
D4 – Individual donor(s)
D5 – Others

Nature of Donations / Research Grants / Research Contracts to be Matched:
C – Cash donation
R – Research grant / contract
S – Share / bond
I – In-kind donation
O – Others (please specify)

Categories of Research-related Purpose:

P – Research project (covering staff costs, non-transferable equipment, etc.)

(please note that any indirect costs, e.g. overheads, arising from R&D projects / activities are <u>not</u> eligible for matching)

E – Procurement of transferable research equipment (not designated for single specific research project)

L – Procurement of transferable research-related software licence / technology licence (not designated for single specific research project)

F – Setting up of research facilities

(please note that donation for erection of new building(s) is <u>not</u> eligible for matching, and government matching grant is <u>not</u> applicable to any capital works for UGC-funded univer

S – Research activities for students (including research scholarship)

O – Others (please specify, e.g. attending academic conference, establishing research fellowship / research award)

Operation:

U – UGC-funded

SF – Self-financing

Stream of Research Project:

H – Humanities, Social Sciences and Business Studies

S – Sciences, Medicine, Engineering and Technology

April 2025
UGC Secretariat

Donations / Research grants / Research contracts eligible for Research Matching Grant application are listed in chronological order of receipt for the period:

Item No.	Date Received DD/MM/ YYYY	Objection from donor for disclosure of his / her name by the UGC Secretariat **Y** or **N**	Name of Donor(s) / Funding Provider(s) *(see Note 1)*	Source of Donation **D1 / D2 / D3 / D4 / D5**	Nature of Donation / Research Grant / Research Contract *(see Note 2)*	Amount (HK$) *(see Note 3)*	Category of Research-related Purpose *(see Note 4)*	Title / Brief Description of Research Project / Initiative / Activity *(see Note 5)* *(max. 100 words)*	Stream of Research Project **H** or **S**	Expected Year of Completion e.g. 2026, 2027	Attachment *(see Notes 2, 3 & 5)*	Operation **U** or **SF**
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
					Total							

Notes of Application:

1.   Please provide the name of donor / funding provider on this application form for record purpose, even if he / she declines for disclosure of his / her name by the UGC Secretariat.

2.   For a **research grant / research contract of $100,000 or above**, supporting documents <u>showing the agreement / sponsorship concerned</u> should be enclosed. If the payment is made in instalments and matching had been made in previous processing cycle(s) (including the first round of RMGS), please provide the matched item no.(s) and processing cycle(s) concerned.

   For a **donation of shares and bonds of $100,000 or above**, the supporting record <u>showing the date ownership is completely transferred</u> should be enclosed.

   For an **in-kind donation**, regardless of the value, <u>(a) supporting documents showing the official delivery / receipt, (b) documentary proof of the value dated within one year of the receipt date (e.g. quotations for new research equipment, research system, research software, etc. or details of valuation for used equipment / industry infrastructure concerned), as well as (c) a brief description on the usage of the in-kind donation for research purpose</u> should also be enclosed.

   If supporting document is required for an item, the supporting document(s) should be provided separately as attachment(s), and should be clearly named (e.g. attachment A, attachment B) and marked in the "Attachment" column for easy reference.

3.   Please set out clearly <u>if any indirect costs / overheads are deducted from a donation item / research grant / research contract to give the actual transaction amount</u>. If a donation item / research grant / research contract is proceeded with a payment / instalment schedule, please provide <u>clear cross reference between the bank statement / transaction advice and the schedule</u>.

   For a **cash donation, research grant, research contract, etc. of $100,000 or above**, the <u>supporting bank statement / transaction advice showing the bank-in date</u> should be enclosed. For donation below $100,000, universities / institutions should keep proper records for UGC's checking on a request basis. If the same donor contributes multiple small-amount donations for the same research project / initiative / activity with total monetary value of $100,000 or above within the same processing cycle, the supporting bank statement(s) / transaction advice(s) showing the bank-in dates of all

   For donation / research grant / research contract in currency other than HK dollar, please provide <u>proof of exchange rate at the bank-in date</u>.

   Please provide <u>clear bank statements / transaction advices so that each donation item is traceable individually</u>. Please indicate the <u>enclosure reference of each supporting bank record</u> and mark in the "Attachment" column (e.g. p. X of attachment A) for easy reference.

4.   Donation applying for matching should have specific research purpose (e.g. specific research project). <u>Donation only used to increase research fund generally is not eligible for matching</u>.

   It is generally assumed that the donation / research grant / research contract received and the corresponding matching grant provided are designated for the same research-related purpose (and same research project / initiative / activity) if not specified otherwise. For cases where the donation and the matching grant are intended for different research-related purposes (and / or different research projects / initiatives / activities), the university / institution should set out in the application form accordingly.

   For an item with more than one category of research-related purpose, please indicate in the application form clearly in the format "P & E (&…)", and set out the breakdown of research expenditure for each category clearly on separate sheet(s).

5.   For category **P**, please provide <u>specific research project title and abstract of research</u>. If specific research information is not yet available, please provide <u>breakdown of research expenditure and</u>

For category **E**, please provide information / description of the equipment, which should be transferable and its usage should not be restricted to a single specific research project.

For category **F**, it should be noted that <u>erection of new building(s) is not eligible for matching</u>, and <u>government matching grant is not applicable to any capital works for UGC-funded universities</u>. Please provide detailed description of the research facilities.

For category **S**, please provide description of the student research activities, details of the scholarship (including the duration, number of awardees, scholarship amount for each awardee, and brief description of the scholarship), etc.

For supporting academic conference (research) (category **O**), please provide information of the conference, including but not limited to the date(s), duration, title of research project presented, etc.

For establishing research fellowship / research award (category **O**), please provide details of the fellowship / award, including but not limited to the duration, number of awardees, fellowship / award amount for each awardee, and brief description of the fellowship / award.

The information of the research initiative / item should be provided separately as attachment(s), and should be clearly named (e.g. attachment A, attachment B) and marked in the "Attachment" column for easy reference.