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**Form RC/URC2**

(Oct 2024)

**Renewal Proposal for University Research Centre**

*(Excluding Research Centres under PolyU PAIR)*

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| 1. **General Information** |

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| 1. | Name of the Research Centre: | | | (English) | | | | | | | | | | |
|  |  | | | (Chinese) | | | | | | | | | | |
|  | For existing Research Centre, please indicate the year of establishment: | | | | | | | | | | |  | | |
|  | Nature of the Research Centre: | | | | Science/Engineering | | | | Non-Science/Engineering | | | | | |
|  | | | | | | | | | |  | | | |
| 2. | Name of the Director: | |  | | | Post: |  | | | Department: | | |  | |
| 3. | Is this a joint research centre with a renowned non-local university or organisation? | | | | | | | | | | | | |
|  |  | No | | | | | | | | | | | |
|  |  | Yes. Please provide details below. | | | | | | | | | | | |
|  |  | | | | | | |  |  | | | | |
|  | Name of the non-local university or organisation | | | | | | | Location | For university, please provide ranking1 | | | | |
|  |  | | | | | | |  |  | | | | |
|  | *1 According to the latest Quacquarelli Symonds (QS) World University Rankings, The Academic Ranking of World Universities (ARWU),* or *Times Higher Education World University Rankings.* | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | |
| 1. **Details of the Proposal** | | | | | | | | | | | | | | |

Please provide items 1-3 as shown below in 2 to 4 pages at the end of this proposal.

1. Strategic objectives for the next three-year funding cycle
2. Research Plan with deliverables/key performance indicators for the next three years
3. Pathways to Impact Statement
4. Team Members (Please attach a one-page CV in standard RGC format for new members)

(Please add rows if needed.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name (with title) | Post | Unit/ Dept/ University/ Institution | New Member?  (Y/N) | Role  (e.g., Co-Director, Co-I, Collaborator) | Signature |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. Three-year Budget Plan (Funding support of up to $2.5m per year for 3 years, i.e., up to $7.5m in total, will be provided to a successful proposal. This amount includes matching fund from Faculty/School/Department, if any.)

|  |  |
| --- | --- |
| (a) Funding requested from the University Central: |  |
| (b) Matching fund requested from the Faculty/School2: |  |
| (c) Matching fund requested from the Department2: |  |
|  |  |
| Total Amount3 = (a) + (b) + (c): |  |
|  |  |
| (d) Funding provided by the overseas university or organisation4 (if any): |  |
| (e) Funding carried forward from the previous term5 (if any) |  |

*2Matching funds from Faculty/School/Department are expected to be no less than the amount provided in the previous term.* *The University will consider the level of support from the Faculty/School/Department concerned and the availability of University resources when allocating the funding from the University Central to the URC for the next term. The ultimate matching from the Faculty/School/Department can be adjusted based on the percentage of the funding support allocated from the University Central for the next term, subject to confirmation by the Dean/Head after the review.*

*3 The funding should be used in Hong Kong in the form of research project.*

*4 Please provide supporting document of the funding provision, e.g., a letter of funding commitment from the overseas university or organisation. If the funding will not be transferred to PolyU, how the funding will be used on their side for the joint research centre should be specified in the supporting document. If the funding will be transferred to PolyU, please include the funding in the three-year budget plan below.*

*5 There can be no more than 20% money carry-over plus a six-year spending window for funding allocated for each three-year cycle. This means 80% of the funding must be spent within the three-year cycle. The remaining balance of any internal funding will be returned to the University.*

| Item | Year 1  ($) | Year 2  ($) | Year 3  ($) | Total  ($) |
| --- | --- | --- | --- | --- |
| Manpower (including Salary and MPF) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| General Expenses |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Conference Expenses |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Others |  |  |  |  |
| Staff development / Event organization / Meals with guests6 |  |  |  |  |
|  |  |  |  |  |
| Total: |  |  |  |  |

*6 University Research Centres are permitted to allocate a maximum of $0.3 million as an operating budget for three years from the total funding provided by the University Central. This budget can be utilized for the purpose of staff development, event organization, and meals with guests. If no budget is required for any of these purposes, please input '0' in the respective budget item.*

Justification and details of each budget category/item:

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| 1. **Confirmation and Signature of Director** |

I confirm that a copy of this proposal has been provided to each of the team members.

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| --- | --- | --- | --- |
| Signature |  | Date |  |
|  | Director |  |  |

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| 1. **Endorsement of Departmental Research Committee** (Not applicable to SD/SFT/SHTM) |

DRC **agrees / does not agree ^** to supportthe renewal application. *(^ Please delete as appropriate.)*

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| --- | --- |
| Comment: |  |
|  | |

Matching Fund of the following amount, if any, will be provided from the specified funding source to the Research Centre if the renewal proposal is recommended by RC and supported by PEC.

|  |  |  |  |
| --- | --- | --- | --- |
| Amount of matching fund: |  | Source of funding: |  |
| Signature of account holder: |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signature |  | Date |  |
|  | DRC Chair |  |  |  |  |

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| 1. **Endorsement of Faculty Research Committee / School Research Committee** (For SD/SFT/SHTM) |

S/FRC **agrees / does not agree** ^ to support to the renewal application. *(^ Please delete as appropriate.)*

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| Comment: |  |
|  | |

Matching Fund of the following amount, if any, will be provided from the specified funding source to the Research Centre if the renewal proposal is recommended by RC and supported by PEC.

|  |  |  |  |
| --- | --- | --- | --- |
| Amount of matching fund: |  | Source of funding: |  |
| Signature of account holder: |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signature |  | Date |  |
|  | S/FRC Chair |  |  |  |  |

**Details of the Proposal (2-4 pages)**

1. Strategic objectives for the next three-year funding cycle

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1. Research Plan with deliverables/key performance indicators for the next three years

(For a joint research centre, please identify the role and specific task(s) of the non-local university or organisation; and describe the added value from the collaboration.)

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1. Pathways to Impact Statement

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