SHIAE Ref.:

(to be completed by the Institute)

**The Chinese University of Hong Kong**

**Shun Hing Institute of Advanced Engineering**

**Application Form for Funding Request - Year 2025**

This form is provided to facilitate the applicants in preparing their proposals. The applicants should provide details for subjects addressed in the template as appropriate. Each initial proposal should be confined to **8 pages**.

**PART I SUMMARY OF THE RESEARCH PROPOSAL**

[To be completed by the applicant(s)]

**1(a). Title of Project:**

**1(b) i). Core Area:** (Please tick ‘**√**’ **one** core area only)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  | Multimedia Technologies and AI Track |  |  |
|  |  |  |  |  |
|  |  | Biomedical Engineering Track |  |  |
|  |  |  |  |  |
|  |  | Renewable Energy Track |  |  |
|  |  |  |  |  |

1. **Name(s) and Academic Affiliation(s) of Applicant(s):**

|  |  |  |
| --- | --- | --- |
|  | Name | Unit / Department/ Institution |
| Principal Investigator [PI]  (with title) |  |  |
|  |  |  |
| Co-investigator(s) [Co-I(s)] *(with title)* |  |  |

**3. Funding Allocation Requested:**

Total cost of the project:

|  |  |  |
| --- | --- | --- |
| (a) Staff | |  |
| *(i) # Shun Hing Fellow* | | *HK$* |
| *(ii) Others* | | *HK$* |
| (b) General Expenses (standard flat rate : $ 10, 000 per year) | | HK$ |
| (c) Conference (standard flat rate : $12,000 per year) | | HK$ |
|  | |  |
| Net amount requested : |  | HK$ |
| Annualized Net amount requested : |  | HK$ |
|  | |  |
| *# Please see “Notes for Application”* | |  |

.... 4. Nature

**4. Nature of application**

(Please tick ‘**√**’ as appropriate)

New [i.e. PI and/or Co-I(s) applying for SHIAE funds on this research topic for the first time]. Please give further details in Part II item 2.

Re-submission [i.e. PI and/or Co-I(s) have previously applied for SHIAE funds on this research topic but application not supported]. Please give further details in Part II item 2.

*On-going* [i.e. PI and/or Co-I(s) extending work previously funded by the SHIAE]. Please give further details in Part II items 2.

**5. Abstract of research** (limited to ½ A-4 page or 200 words, and comprehensible to a non-specialist)**:**

**6. Innovation and practical significance:**

|  |
| --- |
| To include a paragraph to highlight specifically the innovation and practical significance of your work. Both VC and the donor would like to see more research endeavors be directed to innovation and technology transfer for the betterment of mankind. |

.... PART II

**PART II DETAILS OF THE RESEARCH PROPOSAL**

[To be completed by the applicant(s)]

**RESEARCH DETAILS**

*(Overall word limit: 1,500 words for 1. Project Objectives, 2. Background of Research and 3. Research Plan and Methodology, excluding references.)*

**1. The project objectives and long-term impact**

[State the purpose of the proposed investigation, identify the key issues and problems being addressed, and state the possible outcome of the research project in terms of its relevance, significance and value] [Please list in point form]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Project Objectives in point form:*   |  | | --- | | 1. | | 2. | | 3. | | 4…. | |  | |

/.... 2. Background

2. Background of research:

[Summarize and give key references on related work, including previous and alternative approaches to the problem, in two sections: (A) work done by others; and (B) work done by you]

[For section B, if this is a new project, include the reasons and the relevant findings, if any, for undertaking this research; if this project arises from *an on-going research, give an update on the progress* of the research concerned]

|  |
| --- |
|  |

/.... 3. Research

**3. (a) Proposed Outline Research Plan and Methodology**:

**(b) Potential for technology transfer and commercialization plan, if any**:

**(c) Reference**

|  |
| --- |
| [1] A.B. Smith, C.D. Jones, and E.F. Roberts, “Article Title,” *Journal*, Publisher, Location, pp. 1-10, Date.  [2] Jones, C.D., A.B. Smith, and E.F. Roberts, *Book Title*, Publisher, Location, Date |

/…. 4. Plan(s)

**PROJECT FUNDING**

|  |  |  |
| --- | --- | --- |
| **Expected duration of this project** (in month) |  |  |

**4.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Proposed start date:** |  |  | **Estimated completion date:** |  |
|  | (**dd/mm/yyy**) |  |  | (**dd/mm/yyy**) |

**5.** **Estimated cost and resource implications**:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Year 1 (HK$) | Year 2 (HK$) | Total (HK$) |
| **(a) Staff**   1. *# Shun Hing Fellow*   *No. x Month x Monthly Salary*     1. *Other Staff*   *Rank*  *No. x Month x Monthly Salary* |  |  |  |
| **(b) General expenses**  [see Notes] |  |  |  |
| **(c) Conference expenses**  [see Notes] |  |  |  |
| **Total** |  |  |  |

**Important Note for 4 & 5:**

4 All projects will normally be funded for two years, funding level for the second year (taking into consideration of the unspent balance in the first year) will be the same unless otherwise decided by the Management Committee (MC). MC reserves the right to terminate any project after one year if the progress of the project is deemed unsatisfactory. Project start date of new project is normally **1st July** unless otherwise approved for postponement.

5(a) Staff cost may be used to support researchers as Shun Hing Fellow at the level of visiting distinguished scholars, visiting/full-time research fellows, full-time postdoctoral fellows or research associates. Remuneration package offered to individual researcher should be compatible to University guidelines and proposed in this application. However, **any appointment Less than SIX months will NOT be considered** unless otherwise approved.

5(b)&(c) A flat rate of HK$10K and HK$12K each year is set aside for each project to cover general expenses and conference trip, respectively. However, for some projects that are experimental in nature, more money for general expenses could be allocated. Nonetheless, equipment is generally not supported.

(2025/1)