

Regulations for Encouraging Faculty to Organize Research Teams of National Taipei University

Passed in the 36th Meeting of the University Endowment Fund Management Committee on March 28, 2012

Approved by the President on April 11, 2012.

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Article 1 To encourage faculty to organize research teams and enhance NTPU's academic research competitiveness, the “Regulations for Encouraging Faculty to Organize Research Teams of National Taipei University” are stipulated. (hereafter referred to as “the Regulations”).

Article 2 (Organizing the team)

The research team must comprise at least three full-time faculty, research fellows, contracted faculty hired according to the “National Taipei University Regulations for the Appointment of Contracted Faculty”, contracted research fellows hired according to the “National Taipei University Regulations for the Appointment of Contracted research fellows”, or experts and scholars from other university. The team must include members of different departments, colleges, or universities, but the number of experts and scholars from other university must not exceed 1/3 of all members.

Article 3 (Grant principle)

1. Each year, a merit-based selection shall be made among applications of the year. Each research team can only have one granted project per year.
2. Full-time faculty, research fellows, contracted faculty hired according to the “National Taipei University Regulations for the Appointment of Contracted Faculty”, contracted research fellows hired according to the “National Taipei University Regulations for the Appointment of Contracted research fellows” of NTPU may participate in one research team at a time.

3. The research topic may be decided by the team, but it must be completed within a year.

Article 4 (Grant categories-)

1. Business expenses: Part-time work expenses, consumables, domestic travel expenses, and related miscellaneous expenses directly related to the execution of the project.. Team members are not allowed to receive remuneration. Experts and scholars from other universities may apply for travel expenses.
2. Equipment expenses: The expenses of instruments, machinery, information equipment, and books directly related to the execution of the project.
3. The upper limit of grant per application is NT\$250,000.

Article 5 (Application procedures)

1. Application Acceptance period: From October 1st to October 31st each year.
2. Application receiving unit: The Office of Research and Development of NTPU.
3. Project execution period: From January 1st to November 30th of the following year.

Article 6 (Application documents)

Applicants should fill out the application form and upload the following documents to the online system of NTPU to submit the application:

1. Research proposal and budget statement.
2. NSTC basic personal information form (forms C301-C303) for all team members.

Article 7 (Review process)

1. Review process: Each application shall be reviewed by two external experts invited by the Dean of the Office of Research and Development (ORD) ; and then the Dean of ORD shall invite the dean of each college to convene a review meeting. If a dean of college is unable to attend the meeting, the dean may appoint a faculty at or above the rank of an associate professor as a representative.
2. If the review results by the two external experts are “recommend” and “not recommend” respectively, it is necessary to invite the third external expert to review the application.
3. Review results: Review results will be announced by the ORD and notified to the PI.

Article 8 (Recusal principle)

If a member of the review committee encounters an application submitted by himself/herself, such member shall recuse himself/herself from the review matters related to the application.

Article 9 (Sources of funding)

This grant shall be supported by the university's funds. The total funding is, in principle, NT\$1.25 million.

Article 10 After approval, the recipient of the grant shall handle the verification and reimbursement of funds in accordance with the accounting procedures of NTPU.

Article 11 The grant recipients should submit the final project report to the Office of Research and Development within three months after the expiration of project execution period for project closure, and the project members should participate in an annual project achievement presentation organized by the ORD.

Article 12 Execution and assessment (achieve one of the following outcomes before another application can be submitted):

1. The approved project must submit an application for an integrated research project within two years of completing the project.
2. The approved project must submit an application for the " Guidelines for University System of Taipei Collaboration Research Projects" within one year of the completion of the project and be approved for the grant.
3. Each granted team must have at least one paper related to the research topic of the granted project accepted or published in an academic journal within two years after the completion of the project. The academic journal must be indexed in the database listed in the "Regulations Governing Awards for Academic Research of NTPU". The accepted or published paper must indicate receiving support from National Taipei University and the NTPU grant number. A proof of paper acceptance or publication must be provided.

Article 13 These Regulations shall be implemented after being approved by the University Endowment Fund Management Committee and approved by the President. The same applies to any amendments hereto.