



# 臺北市立萬芳醫院

委託財團法人臺北醫學大學辦理

文件編號	制定單位	名稱	頁數/總頁數	1/6
SK200007	研究部	專題研究計畫補助辦法標準規範	版本	109-03-J

## 1. Objective:

Taipei Medical University stipulates the Taipei Municipal Wan Fang Hospital Enforcement Rules for Research Project Grants (hereinafter referred to as “the Enforcement Rules”) to improve the academic research standard of the affiliated Taipei Municipal Wan Fang Hospital.

## 2. Scope: The entire hospital

## 3. Liability:

3.1 Department of Medical Research: arranging calls for projects and review meetings, overseeing fund expenditures, and monitoring the progress of research projects.

3.2 Review meetings: The approval of the research development committee is required for the introduction of new provisions to the Enforcement Rules or for the amendment or abolition of the Enforcement Rules.

## 4. Definition: None.

## 5. Operation:

### 5.1 Project execution

5.1.1 In individual projects and integrative projects (including subprojects within integrative projects), the principal investigator shall be an attending physician, medical staff member, or researcher of the hospital. The coprincipal investigator shall be a full-time teacher or researcher of Taipei Medical University; this does not include clinical physicians jointly appointed by the hospital and university.



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5.1.2 In principle, the research achievements acquired from the use of grants stipulated in the Enforcement Rules shall be shared through the coauthorship between the principal and coprincipal investigators.

The author ranking shall be determined as follows:

5.1.2.1 A principal investigator or coprincipal investigator who has received the grants should serve as the first author or corresponding author, respectively, of at least one SCI paper published under coauthorship.

5.1.2.2 If the project successfully yields multiple published papers, the author listing and ranking of the coprincipal investigator is determined according to his or her participation in the project.

5.1.2.3 The rankings of the remaining authors are determined through negotiation according to each research team member's participation in and contribution to the project.

5.1.3 In principle, the principal investigator (and coprincipal investigator) may apply to receive grants for one research project per year.

## 5.2 Types of projects

5.2.1 Individual projects: This type of project is proposed by the principal investigator (and coprincipal investigator) according to his or her expertise.

5.2.2 Integrative projects: The principal investigator (and coprincipal investigator) forms a research team with the collaborators. This type of project shall include a primary project and three to five



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subprojects.

## 5.3 Eligibility

5.3.1 Principal investigators and coprincipal investigators (individual projects), as well as primary project principal investigators and subproject principal investigators and subinvestigators (integrative projects) must fulfill the following two criteria.

5.3.1.1 A principal investigator must be an attending physician, medical staff member, or researcher of the hospital. A coprincipal investigator must be a full-time teacher at the university and must not be a clinical physician jointly appointed by the hospital and university. A subinvestigator must fulfill either of the two criteria mentioned herein.

5.3.1.2 All investigators must be researchers in the fields of clinical medicine or basic medicine. Clinical medicine and basic medicine researchers are defined as those who possess professional medical licenses and have completed the registration for medical professionals.

5.3.2 Applications for research project grants are subject to the following conditions:

5.3.2.1 Grant applications are not permitted if the applicants fail to complete project closure procedures according to relevant regulations and submit the closure report within 2 months after the project ends.



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5.3.2.2 Grant applications are suspended for those who fail to publish an SCI paper within 2 years after the research project ends.

## 5.4 Subsidization items

5.4.1 According to the requirements of the research project, the principal investigator may apply for the following grants.

5.4.1.1 Remunerations for research personnel: These include the salaries of research assistants and remunerations of temporary workers. The wage is determined according to the Ministry of Science and Technology Directions for Hiring Research Project Assistants.

5.4.1.2 Allowances for the principal investigator: Principal investigators who have demonstrated outstanding research performance in the previous 5 years may receive an additional allowance. After review and approval by the project review team, each person may receive at most NT\$10,000 per month. The principal investigator and coprincipal investigator of the same project may receive only one allowance according to the Enforcement Rules. The disbursement of the allowance is terminated immediately when the recipient resigns, is transferred, or can no longer execute the project.

5.4.1.3 Expenses for consumable materials: These include expenses for consumable instruments and reagents, surveys, and

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other operations (including computer use, mailing and phone expenses, document printing, data retrieval, domestic travel fares, and paper publication).

5.4.1.4 Management fees: These account for 5% of the total grant for each project.

5.4.2 Principal investigators in projects with a total fund of <NT\$400,000 may not apply for the allowance for the principal investigator, and they must provide an explanation regarding the fund allocated for research personnel remunerations when applying for grants.

5.4.3 Applications for modifications to the use of research grants should be submitted within 6 months after the project begins. The principal investigator must allocate the grants according to subsidization items listed in the grant application; the grants will be terminated when violations to this rule occur.

## 5.5 Application deadline

The deadline is announced by the Office of Research and Development of Taipei Medical University. Applications submitted after the deadline are not accepted.

## 5.6 Application methods

The principal investigator shall submit the following documents to the online application system (<https://rdsys.tmu.edu.tw/applynew/>).

Applications with missing documents or that violate relevant regulations are not accepted.

### 5.6.1 Proposal.



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5.6.2 Personal information and research performance (Forms A and B) of the principal investigators and coprincipal investigators of individual projects, or the primary project principal investigators and subproject principal investigators and subinvestigators of integrative projects.

5.6.3 One copy of the most representative papers or other papers (related to the project content) published within 5 years before the application deadline. At most five papers may be submitted.

5.6.4 One copy of the documents verifying the research performance index of the applicant (including papers, patents, and technology transfer documents)

## 5.7 Application review

### 5.7.1 Review methods:

#### 5.7.1.1 Preliminary review of individual projects

The project review committee sends the application to two experts in the relevant fields for review. A third expert may be invited for review when required.

#### 5.7.1.2 Preliminary review of integrative projects

The project review committee sends the application to three experts in the relevant fields for review.

#### 5.7.1.3 Secondary review

The secondary review team is composed of members from the university and hospital. The team consists of one chair and five to eight team members, who jointly review the



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application.

## 5.7.2 Review focuses:

### 5.7.2.1 Individual projects

The reviewers assess the research performance and project execution ability of the principal investigator or coprincipal investigator, the significance and innovativeness of the research topic, the feasibility of the research content and methods, objectives and achievements to be attained, and rationality in fund expenditure and human resource allocation.

### 5.7.2.2 Integrative projects

In addition to the requirements mentioned for individual projects, the reviewers assess the necessity of combining the subprojects into an integrative project, human resource allocation, and resource integration and expected benefits generated from resource integration. Each subproject must receive recommendations from at least half of the project review team members to be approved. Each integrative project must contain at least three subprojects.

5.7.2.3 In principle, each principal investigator (including the coprincipal investigator) may only have one approved application per academic year for the grants stipulated in the Enforcement Rules.

## 5.8 Project closure

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5.8.1 The principal investigator must submit a final report in duplicate within 2 months after the project ends and complete fund closure procedures. In addition, a closure report must be submitted to the online application system.

5.8.2 The principal investigator must publish an SCI paper under coauthorship within 2 years after the project ends. The paper shall be submitted using the online application system.

5.8.3 The principal investigator shall share the research findings in an oral presentation and create a poster for a conference hosted for the receivers of grants stipulated in the Enforcement Rules. The presentation may be given by the principal investigator or coprincipal investigator.

6. Relevant documentation: None

7. Forms used for the application: Personal Information Form and Research Performance Form

8. Users of this document: All units in the hospital