

# Guidelines for Yuan's General Hospital–Taipei Medical University Collaborative Research Project Grants

Approved at the Yuan's General Hospital–Taipei Medical University meeting on October 26, 2016

Article 1 The Guidelines for Yuan's General Hospital–Taipei Medical University Collaborative Research Project Grants (hereinafter referred to as “the Guidelines”) were formulated to enhance the academic research performance of Yuan's General Hospital (YGH) and Taipei Medical University (TMU).

## Article 2 Project grant application

1. Applications of grants for individual and integrated research projects (including subprojects under integrated projects) shall be jointly filed by YGH and TMU.
2. The principal and coprincipal investigators shall apply for grants for no more than two projects each year, only one of which shall be approved.

## Article 3 Types of research projects

1. Individual research projects: Each project shall be proposed by the principal and coprincipal investigators in accordance with their research expertise
2. Integrated research projects: Each integrated project shall comprise a main project and three to five subprojects and be proposed by the research team convened by the main project's principal investigator in accordance with the key task-oriented research focuses agreed by both parties.

## Article 4 Applicant qualifications

1. The roles of principal investigators, coprincipal investigators, and subinvestigators shall be taken by the full-time physicians, medical staff, or research personnel in YGH and full-time teachers at TMU.
2. Applications shall not be accepted in any of the following circumstances:
  - (1) The principal or coprincipal investigators have not submitted the final result report of or closed a project that is granted in accordance with the Guidelines and whose project period has ended.
  - (2) The principal or coprincipal investigators have not published any coauthored SCI paper within two years after the completion of their last project granted by the Guidelines.

## Article 5 Grant reimbursements

Principal investigators may apply for the following grant reimbursements for expenses of the following categories for the project implementation.

- (1) Research staff fees: including pays for research assistants and

temporary staff approved as per Pay Standards for Research Assistants of Projects Granted by the Ministry of Science and Technology

- (2) Principal investigator fees: to be applied by principal investigators (up to NT\$10,000 per month)
- (3) Research equipment fees: including expenditures on equipment and devices (up to NT\$200,000)
- (4) Other research fees: including expenditures on consumable supplies and devices, medicines, questionnaire surveys, postage, telecommunication cost, printing, and domestic business trips
- (5) Management fees: accounting for 5% of the total approved budget for each project

#### Article 6 Application deadline

Applications shall be submitted by the deadline announced by the TMU Office of Research and Development. Late applications shall not be accepted.

#### Article 7 Application method

Principal investigators shall provide the following documents and register on the online application system (URL: <http://rdsys.tmu.edu.tw/applynew/>). Incomplete documents or documents submission that does not conform to relevant regulations shall not be accepted.

1. Proposal
2. Personal information forms and research performance index forms of the principal and coprincipal investigators (individual research projects) or the principal investigator of the main project and all subprojects (integrated research projects)
3. A maximum of seven academic works that are most representative of or relevant to the project and published within the five years prior to the application deadline

#### Article 8 Reviews

##### 1. Review methods:

- (1) Individual research projects: Each project shall be submitted for review by two (or three if necessary) experts from relevant fields selected in a joint discussion of YGH and TMU.
- (2) Integrated research project: Each subproject shall be submitted for review by three experts from relevant fields selected in a joint discussion of YGH and TMU.

Article 10 The principal investigator shall submit a final result report within two months after the end of the project period and apply for reimbursements to close the project.

Article 11 Regulations for the ranking of authors for publication after the project completion:

1. For projects granted as per the Guidelines, the principal and coprincipal investigators shall be listed separately as the first and corresponding authors. When the physicians and research personnel of YGH are listed as the first or corresponding authors, they must not share equal contribution in publication.
2. The authorship and ranking of the coprincipal investigators shall be determined in accordance with their level of contribution if multiple papers are to be published in a project.
3. The ranking of the remaining authors shall be determined by all researcher members in accordance with their levels of contribution.

Article 12 The principal investigator of projects involving experiments on human subjects or human specimen collection shall adhere to relevant legal regulations and obtain written consent of the participants who undergo experiments or receive specimen collection. For participants with no or limited capacity to make juridical acts, the written consent of their legal representatives and the approval of the implementation units shall be obtained before the experiments and specimen collection are conducted. All experiments shall be conducted with close consideration of ethics, the rights of participants, and relevant safety measures. The principal investigator shall assume sole responsibility for any legal problems encountered in experiments on human subjects or human specimen collection. The research team shall comply with relevant legal regulations and consider animal welfare in animal experiments and shall comply with relevant regulations and safety prevention measures in experiments concerning gene recombination, hazardous microorganisms, or viruses.

Article 13 All substantive and procedural matters regarding the following shall be conducted in accordance with relevant regulations: implementation period; budget allocation; budget application; reimbursement; and the adjustment and extension of the project period. The ownership of the research and development results and their intellectual property rights belong to the implementation unit of the principal investigator. Matters regarding patent application, technology transfer, copyright authorization, and equity distribution shall be managed by the implementation unit of the principal investigator as per the Government Scientific and Technological Research and Development Results Ownership and Utilization Regulation and relevant regulations of both parties.

Article 14 The principal investigator shall guarantee that the content of the project and the patents or other intellectual property rights involved in the research results do not infringe the rights of others, violate medical and health regulations, or negatively influence public order or good morals. YGH and TMU may claim their rights, take legal action, and request compensatory damages if their rights and reputations are infringed.

Article 15 The Guidelines and amendments thereto shall take effect after approval at a meeting convened jointly by YGH and TMU.

