

# **Guidelines for Shin Kong Wu Ho-Su Memorial Hospital–Taipei Medical University Collaboration Research Project Grants**

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Article 1 The Guidelines for Shin Kong Wu Ho-Su Memorial Hospital–Taipei Medical University Collaboration Research Project Grants (hereinafter referred to as “the Guidelines”) were formulated to enhance the academic research performance of Shin Kong Wu Ho-Su Memorial Hospital (hereinafter referred to as Shin Kong Hospital) and Taipei Medical University (TMU).

Article 2 Project application

1. Applications of grants for individual and integrated research projects (including those for subprojects under integrated projects) shall be filed jointly by Shin Kong Hospital and TMU. The principal investigator, coprincipal investigator, and subinvestigators shall be selected from the research team by all team members.
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 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 according to research missions and focus agreed by both parties.

Article 4 Applicant qualifications

1. The roles of principal and coprincipal investigators for

individual research projects as well as the principal and coprincipal investigators of the main project and all subprojects under integrated research projects shall be taken by the full-time physicians, medical staff, and research personnel of Shin Kong Hospital or 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 grant reimbursements for expenses of the following categories for project implementation.

1. Research staff fees: including pay for temporary staff, which is approved as per the Pay Standards for Research Assistants of Projects Granted by the Ministry of Science and Technology
2. Consumable supplies fees: including expenditures for consumable supplies, devices, and questionnaire surveys
3. Other expenditures: other routine expenditures incurred from consumable computer components, postage, telecommunication charges, printing, photocopying, data retrieval, domestic business trips, and paper publication (reimbursements applied under this category must not exceed 15% of the approved budget for each project)
4. Management fees: 5% of the 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:

The principal investigators shall provide the following documents and register on the online application system (URL:

<https://rdsys.tmu.edu.tw/applynew/>). Incomplete documents or document submission that does not conform to relevant regulations shall not be accepted.

1. Proposal
2. Personal information forms and cumulative research scores 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 five academic works that are most representative of or relevant to the project and are published within the last five years prior to the application deadline

## Article 8 Reviews

### 1. Review method:

#### (1) Individual research projects

Each project shall be submitted for review by two (or three if necessary) experts of relevant fields selected in a joint discussion of Shin Kong Hospital and TMU.

#### (2) Integrated research projects

Each subproject shall be submitted for review by three experts from relevant fields selected in a joint discussion of Shin Kong Hospital and TMU.

### 2. Review focuses:

#### (1) Individual research project

The review focuses involve the research performance and project management abilities of the principle investigator, the significance and innovativeness of the project, the feasibility of the research content and methods, the deliverables and expected results, and the feasibility of the funds and personnel required.

#### (2) Integrated research project

The review focuses involve all review focuses for individual research projects, the necessity of project integration, personnel compatibility, resource integration, and the expected comprehensive benefits from the integration. Each subproject shall be approved by more than half of the members in the review committee, and each integrated research project shall be established with at least three subprojects included.

Article 9 The principal investigator shall submit a mid-term report seven months after the project is launched, submit a final result report within two months after the end of the project period, and apply for reimbursements to close the project. The coprincipal investigator shall be responsible for the oral report of the research results, which serve as a reference for future application reviews.

Article 10 Regulations for the ranking of authors for publication after project completion:

(1) For projects granted as per the Guidelines, the principal and coprincipal investigators shall be listed as the first or corresponding author. The first and corresponding authors shall not share equal contribution on publication.

(2) The authorship and ranking of the coprincipal investigators shall be determined in accordance with their levels of contribution if multiple papers are to be published in a project.

(3) The ranking of the remaining authors shall be determined by all research team members in accordance with their levels of contribution.

Article 11 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 all animal experiments and shall comply with relevant legal regulations and safety prevention measures in experiments concerning gene recombination, hazardous microorganisms, or viruses.

Article 12 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 project period. The ownership of the project's 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 13 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. Shin Kong Hospital and TMU may claim their rights, take legal action against the other party, and request compensatory damages if their rights and reputations are infringed.

Article 14 The Guidelines and amendments thereto shall take effect after approval at a meeting convened jointly by Shin Kong Hospital and TMU.