

National Taiwan Normal University
Regulations for Subsidy to Short-Term Abroad Research
Project of Assistant Professors

2023.8.2. Passed during the 1st Academic and Administrative Meeting of the 2023

Academic Year

- I. National Taiwan Normal University (NTNU) established the regulations to encourage full-time assistant professors to elevate international research energy and utilize research potential, as well as strengthen their international mobility and international bilateral collaborations.
- II. Applicants should be full-time assistant professors within NTNU's establishment, must have serviced consecutively for over 2 years at NTNU after finishing the period stated by relevant regulations, after being reviewed by the department (institute, program, professional school) and collegial faculty review committee and authorized the president of NTNU to receive the subsidy. Those whose tenure reaches 2 years after the winter/summer vacation during the research abroad also qualify as having a tenure of 2 years.
- III. Research Institution: including but not limited to countries and foreign research academic institutions recommended by the list of subsidized mission-oriented foreign research team projects announced by the National Science and Technology Council; not including institutions in Mainland China, Hong Kong, and Macau.
- IV. Duration of the short-term research: the duration of the research abroad must be during winter or summer vacation, between 1 to 3 months. Those who are abroad for less than 30 days will not be subsidized.
- V. Period of application: every March and September.
- VI. Application document:
 1. Documents must be submitted as a compiled electronic file to the Office of Research and Development.
 2. Research Proposal (within 15 pages)
 - i. Project abstract (500 words or less)
 - ii. Background, purpose, methodology, and importance of the proposed research project.
 - iii. Academic accomplishments, relevance to the project, and available procedures of the research institute.
 - iv. Relationship between the estimated finished work, the actual product,

and future work.

- v. Personal experiences and achievements in research or work in the past five years. (Please list concrete facts such as research results, personal distinguished performances, and award records. If the applicant has given birth in the duration, the period can be extended for two years with every birth. If the applicant has served the mandatory military service, the period can be extended according to the time served, but relevant documents should be attached.)
 3. Letter of Consent from the research institution or foreign hosting professor.
 4. Record of approval from the departmental (institution, program, professional school) and collegial faculty review committee.
 5. NSTC personal information form (C301~C303, including the chapters of the publications in the past 5 years).
- VII. Subsidy:
1. Subsidized items:
 - i. Monthly allowance: Paid according to the standard of daily allowance for central government workers in foreign areas.
 - ii. Plane tickets: economy fare for the most direct return flight to and from the research institution.
 - iii. Office expenses: handling fees and insurances during travels.
 2. Each case receives at maximum NTD300,000 and will be paid with the Higher Education Sprout Project and other related funds.
- VIII. Research project result assessment:
1. The subsidized must submit the research results to the Office of Research and Development with a month after the end of the subsidy. The results of the project (journal article, international conference presentations, and posters) must be specified to be subsidized by the “Higher Education Sprout Project of NTNU”.
 2. The subsidized can co-publish with the foreign institution and publish 1 research result for one time in academic articles or exhibitions collected by the Scopus database within 2 years after the duration of subsidy. If the publication was not within this period, the subsidized cannot reapply for this subsidy again.
- IX. Items not listed in the above regulations will be handled according to related regulations.

- X. The regulations are put into in effect by the President of NTNU after being passed during the Academic and Administrative Meeting, the same procedures apply for the revisions.