

(The following English version is provided for reference only. In case of any discrepancies in meaning, the Chinese version shall prevail.)

Application Procedures of NSTC Projects

Person/Unit in charge	Procedure	Note
National Science and Technology Council (NSTC)	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">The NSTC announcing the call for proposals</div>	The NSTC announces the call for proposals on its website or notice NTHU.
Office of Research and Development (R&D office)	<div style="text-align: center;">↓</div>	Announcement channels: 1. R&D Office E-Newsletter 2. R&D office website 3. NTHU Academic Information System
Applicant	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">The R&D office announcing the key points of the call and the deadline in NTHU</div> <div style="text-align: center;">↓</div> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Applicants completing the online application procedures on the NSTC online system (submit)</div> <div style="text-align: center;">↓</div>	1. Applicants must complete the online application procedures on the NSTC online system before the deadline in NTHU. 2. For some special projects or projects that cannot be applied through the NSTC online system, applicants must complete the application procedures according to the announcement made by the R&D office. 3. After submitting the online application, applicants must inform persons in charge of these cases in the department/institute. * For special cases (e.g. new teachers' applications which are accepted and reviewed as they are submitted or applications which the principal investigators are invited specially by the NSTC), applicants must contact the R&D office to confirm the deadline in NTHU.
Person in charge of the case in applicant's department/institute	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Persons in charge of the case in the applicant's department/institute confirming the applications on the NSTC online system</div> <div style="text-align: center;">↓</div>	Persons in charge of these cases in the applicant's department/institute must check if the applicants' titles and other qualifications meet the NSTC criteria, click on the " confirmed " button on the NSTC online system, and then inform the Division of Project Management, R&D office.
Office of Research and Development (R&D office)	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">The R&D office compiling all NTHU's applications, completing procedures for approval, and then sending the official application letter to the NSTC</div>	R&D office must compile all NTHU's applications, request the Office of Personnel to review the applicants' qualifications, deliver to the Office of the Secretary for approval and then send the official application letter to the NSTC.

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Approval Procedures of NSTC Projects

Person/Unit in charge	Procedure	Note
National Science and Technology Council (NSTC)	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">The NSTC informing whether or not applications are approved</div>	The NSTC informs NTHU whether or not applications are approved.
Office of Research and Development (R&D office)	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; width: 40%;">Yes</div> <div style="border: 1px solid black; padding: 5px; width: 40%;">No</div> </div>	The R&D Office informs applicants' department/institute whether or not applications are approved.
Principal investigator (PI) & Person in charge of the case in the applicant's department/institute	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 5px; width: 45%; text-align: center;"> The R&D office Informing Department/Institute </div> <div style="border: 1px solid black; padding: 5px; width: 45%; text-align: center;"> The R&D office Informing Department/Institute </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid black; padding: 5px; width: 30%;"> PIs: signing the Consent Form on the NSTC web </div> <div style="border: 1px solid black; padding: 5px; width: 30%; text-align: center;"> Department /Institute/ Unit of conducting the project: filling in and submitting the Project Processing Form </div> <div style="border: 1px solid black; padding: 5px; width: 30%; text-align: center;"> Department /Institute: informing applicants </div> </div>	<p>Approved proposals:</p> <ol style="list-style-type: none"> The principal investigators (PIs) must sign the Consent Form online on the NSTC website before the deadline. (No hard copy required) Persons in charge of these cases in the applicants' department/institute/unit of conducting the project must fill in and submit the Project Processing Form along with the approval sheet before the deadline. <p>* Project Processing Form: Starting from 10/17/2023, the Project Processing Form can be submitted through NTHU eForm System.</p>
<p>Remarks:</p> <ol style="list-style-type: none"> The R&D office must assist with the PIs to sign the NSTC Project Conducting Contract and request subsidy payments to the NSTC (1st and 2nd phase payments each year). The applicants' department/institute/unit of conducting the project must request the additional (not 1st or 2nd phase) payments to the NSTC. Please read the Guidelines of the NSTC projects carefully. https://www.nstc.gov.tw/folksonomy/list/f6d5c23c-b3ce-438e-911b-12a705dbac5a?!=ch 		