

HKUST Institute for Emerging Market Studies (IEMS)

IEMS Research Grant Guidelines 2015-2016

Background

The HKUST IEMS Research Grants are intended to support high-quality research that provides valuable insights into the challenges facing businesses and governments in emerging markets. The Institute aims to disseminate relevant research findings to the policy and business communities.

Timing

The deadline for proposals is noon on Monday, March 14, 2016. Decisions will be announced sometime in April 2016. The maximum project length for each grant winner is 2 years, starting no later than September 2016. Extensions will be granted only if investigators provide justification for project delay, with a maximum extension of one year.

Eligibility

Applications from all HKUST faculty and research staff are welcome. Priority will be given to collaborative research projects and proposals that are oriented around the follow themes:

1. Human capital, employment, and structural change
2. Innovation and entrepreneurship
3. Global economic integration
4. Financial development
5. Firms, consumers, and markets

Collaborative proposals must explain clearly how the work of each HKUST investigator contributes to a unified theme. We also encourage collaboration with researchers outside HKUST (as co-Investigators), especially those at other universities in Hong Kong and those affiliated with institutions in emerging market countries.

Use of funds

The maximum grant amount for an individual project is HK\$125,000 and the maximum for a collaborative project is HK\$150,000 per person. Expenses must be relevant to conducting the approved research project and may not be of a personal nature. General purpose personal computers, personal digital assistants, cell phones, etc. are not supported unless these are specialized equipment needed for the project. Indirect costs and administrative overhead are also not allowed. Expenses (budgeted and actual) must conform to the base HKUST guidelines promulgated by the OCGA and VPRG. Deviations from those guidelines must be justified in advance (in the grant proposal or when finalizing budgets for funded proposals) and subject to approval by IEMS grant review committee. Any unused funds when the project ends should be returned to the IEMS. Allowable expenses for non-HKUST investigators are restricted to those that directly contribute to the production of the proposed research. For instance, travel expenses to or from Hong Kong to work with HKUST investigators or to conduct field work are admissible but travel to conferences is not covered.

HKUST Institute for Emerging Market Studies (IEMS)

IEMS Research Grant Guidelines 2015-2016

Stipulations concerning collaborative project proposals:

1. If the PI is collaborating with someone unaffiliated with HKUST, resources may be budgeted to facilitate the research collaboration (e.g., for travel to enable the PI and the collaborators to work together or for collaborators' participation in research activities).
2. Funds may NOT be budgeted or allocated for collaborators unaffiliated with HKUST to travel to conferences nor any activity that does not directly facilitate the collaboration. Special situations can be brought to IEMS's attention for consideration, however, these would be exceptional and must first gain clearance from IEMS's executive officers.
3. For collaboration among HKUST-affiliated PIs or co-Investigators, each researcher can request up to HK\$150,000 in the collaborative research proposal.

Reporting requirements

Two deliverables are required from the PI(s) of each funded proposal:

1. a one-page progress report (due 13 months after the start of the grant), and
2. a completion report (including a budget report and a one-page summary of the research and its key findings) due 3 months after the completion date.

If available, the PI(s) should also provide a working paper or published article along with the completion report. If papers supported by the grant are completed or published after the completion report is submitted, the PI(s) should also send a copy to HKUST IEMS.

To help disseminate the research results to a broad audience, grant recipients are expected to work with HKUST IEMS staff to produce summaries or thought leadership briefs (1200-1500 words) of their research findings if requested to do so.

Acknowledgement

All output resulting from the funded project (working papers, presentations, publications, etc.) should mention that the project has been partly funded by the "HKUST Institute for Emerging Market Studies with support from EY".

Application and selection procedures

To apply, faculty should prepare a proposal that includes a completed grant proposal form (attached) and no more than 3 pages of text per HKUST Principal Investigator (not including references, single-spaced, 12-point font) that discusses the relevance of the project to challenges facing emerging markets, the research methodology (or tentative workshop program), and justifications for the budget. The IEMS Executive Committee will evaluate all applications and may request relevant experts (either inside or outside the university) to independently assess applications. If the nature of the research is such that a review is required by any of the University Research Ethics/Safety Committee Panels, appropriate approvals must be completed before awards can be confirmed.