**HKUST Institute for Emerging Market Studies (IEMS)**

**IEMS Research Grant Guidelines 2017**

**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.

**Timing**

The deadline for proposals is **noon on Tuesday, April 18, 2017**. Decisions will be announced sometime in May 2017. The maximum project length for each grant winner is 2 years, starting no later than September 2017. No extensions will be granted. Consideration of new proposals will take into account the timeliness of completion of earlier funded projects.

**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, Structural Change
2. Innovation, Entrepreneurship
3. Global Economic Integration
4. Financial Development
5. Strategies, Firms, Markets
6. Organizational Behavior, Consumer Behavior

The Institute also particularly welcomes proposals that contribute to ongoing Institute's research initiatives on the following topics: One-belt, One-road; Digital Economy.

Projects can have more than one Principal Investigator (PIs) and also include Co-Investigators (Co-Is). Only HKUST faculty can be PIs.

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 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 project involving multiple PIs is HK$150,000 per PI. 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 HKUST guidelines for research projects promulgated by the Research Office 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.

**Stipulations concerning collaborative project proposals:**

1. If the PI is collaborating with someone unaffiliated with HKUST, resources may be budgeted to facilitate the proposed research collaboration (e.g., for travel directly to enable the PI and the collaborators to work together or for collaborators' participation in research activities, such as field work).

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 be approved by IEMS's Executive Officers.

**Reporting requirements**

Four deliverables are required from the PI(s) of each funded proposal:
1. a one-page progress report (due 9 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
3. a Thought Leadership Brief (1200-1500 words) if requested
4. give an academic seminar or business talk if requested

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. All papers supported by the grant should be submitted to the IEMS Working Paper Series.

**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 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. Please send your applications including all the required documents to email iems@ust.hk before application deadline. 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.

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