

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

### **IEMS Research Grant Guidelines 2018**

#### **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 23:59 Sunday, **April 15, 2018**. Decisions will be announced sometime in May 2018. The maximum project length for each grant winner is 2 years, starting no later than September 2018. No extensions will be granted. Consideration of new proposals will take into account the timeliness of completion of earlier IEMS-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. Firms, Markets, Strategies
6. Behavioral Studies

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 serve as PIs.

Collaborative proposals must explain clearly how each HKUST investigator will contribute to the project and how the project represents 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. Note that no more than HKD 20,000 per PI can be budgeted over the entire length of the project for conference-related expenses, such as travel. Please ensure the budget is in compliance with the requirements and revise the budget if needed. 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 VPRGO. Deviations from those guidelines must be justified in advance (in the grant proposal or when finalizing budgets for funded proposals) and are subject to approval by the IEMS grant review committee. Any unused funds will be returned to IEMS three (3) months after the project end date.

### **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 to enable the PI and collaborators to work together directly or for collaborators' to conduct research activities, such as field work).
2. Funds may NOT be budgeted or allocated by collaborators not affiliated with HKUST to travel to conferences nor to any activity that does not directly facilitate the collaboration. Special situations must be brought to IEMS's attention in the grant proposal for consideration.

### **Project deadline and delivery**

No extensions will be granted. Consideration of new proposals will take into account the timeliness of completion of earlier funded projects. In cases where PI(s) and Co-I(s) leave HKUST while an IEMS-funded project is ongoing, the PI(s) or Co-I(s) may elect to complete the project or transfer the project to other HKUST-affiliated PI(s) pending IEMS's approval.

### **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. an IEMS-hosted 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. Papers supported by the grant completed or published after the completion

report is submitted, should also be sent by the PI(s) to HKUST IEMS. All working 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 specifically, the research methodology (or tentative workshop program), and justifications for the budget. Please send your applications including all the required documents by email to [iems@ust.hk](mailto:iems@ust.hk) by the 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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