温州肯恩大学文件

温肯大发〔2020〕22号

关于印发《温州肯恩大学校级教职工科研项目管理办法（试行）》的通知

各部门、各学院：

现将《温州肯恩大学校级教职工科研项目管理办法（试行）》印发给你们，请遵照执行。

温州肯恩大学

2020 年 11 月 26 日

温州肯恩大学校级教职工科研项目管理办法（试行）

第一章 总则

第一条 为大力支持教职工科研工作，提升学校科研创新水平，根据国家有关法规及《温州肯恩大学人才队伍建设专项经费管理办法（试行）》，结合学校实际情况，特制定本办法。

第二条 本办法适用于学校全职教职工。主要经费来源为学校人才队伍建设专项经费及其他校级科研专项经费。

第二章 经费申请与评审

第三条 教职工根据科研工作的实际需要，可向学校科研办提出项目申请。申请人需满足以下条件：

（一）2018 年 8 月后入职的申请人需具有博士学位或副高及以上职称（含助理教授），具有一定的学术研究能力，能够承担实质性研究工作。

（二）2018 年 8 月前入职的申请人则必须同时满足以下条件：

1.申请人需具有博士学位或副高及以上职称（含助理教授），具有一定的学术研究能力，能够承担实质性研究工作。

2.在申请该项科研经费之前，申请人曾以相同或相似项目申请过市级及以上自然科学类或社会科学类专项科研项目（资金）。

3.申请未成功获得资助，但已通过形式审查且具备一定

的研究基础。

第四条　申请人需提交申请书（包括申请表、可行性报告和经费预算）等材料。科研办对申请材料进行形式审查后，组织委托校内外专家进行评审，专家意见得分占评审总分60%。学术副校长会同科研办、相关学院等部门组成评审小组，根据专家评审意见及学校学科、科研建设需求进行评分，该项得分占评审总分40%。

第五条　评审小组根据评分情况及科研经费预算，确定资助项目及资助额度。评审总分85分及以上为重点类项目，评审总分70分及以上为一般Ⅰ类项目，评审总分60分及以上为一般Ⅱ类项目。根据上述三个级别，自然科学类项目最高资助额度分别为20万元、10万元和5万元；人文社科类项目最高资助额度分别为5万元、3万元和1万元。

第六条　资助项目和资助额度经校务会研究同意，公示后予以下达。

第三章　经费及项目管理

第七条　每位教职工可申请一次教职工科研项目。该项目经费实行年度预算制。原则上，项目执行时间最长不超过三年，根据项目实际进度安排预算并进行拨付。

第八条　该项目属于校内科研项目经费，其日常使用管理按照《温州肯恩大学科研项目经费使用管理办法（2018年修订版）》执行。

第九条　项目的评估、变更、结题等管理参照《温州肯恩大学 SpF/SpS 项目管理办法（试行）》执行。

第十条 学校引进的特殊高层次人才，其科研经费可视具体情况进行一事一议。

第四章 附 则

第十一条 本办法自印发之日起执行，由科研办负责解释。

Wenzhou-Kean University Regulations for Internal （Faculty/Staff) Research Support Programs (Interim)

Chapter I General Principles

Article 1 The regulations hereby are formulated in combination with the actual situation of the University in order to fully support faculty and staff research, and enhance the University's research impact, in accordance with relevant national funding regulations and the Policy of Wenzhou-Kean University on Fund Management for Talent Team Construction (Interim).

Article 2 The regulations are applicable to all faculty members and staff. The main sources of the funds are the talent recruitment fund and other internal funding for research.

Chapter II Application and Evaluation

Article 3 Faculty members and staff are eligible to apply for the funds, taking the actual research needs into consideration. Applicants should meet the following qualifications:

For applicants who started working at Wenzhou-Kean University (WKU) after August 2018, she/he must (1) have obtained a doctorate degree or have a tenure track faculty appointment at WKU, and (2) have the experience and ability of undertaking research evidenced by prior peer-reviewed journal articles and/or externally funded research grants.

For applicants who started working at Wenzhou-Kean University (WKU) before August 2018, she/he must (1) have obtained a doctorate degree or have a tenure track faculty appointment at WKU, and have the experience and ability of undertaking research evidenced by prior peer-reviewed journal articles and/or externally funded research grants; (2) submitted a grant application as the principal investigator (PI) to the natural or social science funding agencies at national, provincial or municipal level within the last two years, and the grant application was not funded but the grant

proposal had sound research design and solid preliminary research work (for example, it received positive peer-review comments) and will be much likely being funded after gaining more preliminary data to strengthen the grant application.

Article 4 The applicant shall submit the application, including the application form, proposal and budget, to the Office of Research and Sponsored Programs (ORSP). After the ORSP undertakes serious check the accuracy, integrality, and reliability of the contents of the applications, (1) the ORSP shall organize the internal and external reviewers to conduct peer reviews. The evaluation of internal and external reviewers for an application accounts for 60% of the total score; (2) the WKU Internal Research Program Panel led by the Vice Chancellor for Academic Affairs and consisted of the ORSP and college representatives will conduct reviews based on the peer-reviewers' comments and the needs of development of academic and research programs at WKU. The evaluation of the WKU Internal Research Program Panel accounts for 40% of the total score.

Article 5 The final decisions on funding research projects should be made by the WKU Internal Research Program Panel based on the evaluations delineated above and the budget. A project with a total score of 85 or over is deemed as Key Project; a project with a total score within 70-84 is deemed as Class I project; and a project with a total score within 60-69 is deemed as Class II project. The fund amount for Key, Class I and Class II natural science projects are up to 200,000 yuan, 100,000 yuan, and 50,000 yuan respectively; the fund amount for Key, Class I and Class II humanities/social science projects are up to 50,000 yuan, 30,000 yuan, and 10,000 yuan respectively.

Article 6 The decisions on funding will be official upon the approval from the Administration Meeting and an announcement to the public.

Chapter III Grant's Fiscal and Program Management

Article 7 Each faculty member and staff can apply for the funds once. The funding for the Internal Faculty/staff Research Support Program is budgeted annually.

The project is funded for no more than three years. The budget is allocated according to the actual progress of the project.

Article 8 The funds must be expended complying with the terms in the Wenzhou-Kean University Regulations on Funding for Research Programs (2018 Revised Edition).

Article 9 The management of the project evaluation, change, and the procedure of concluding the funded projects shall comply with the Wenzhou-Kean University Regulations for Internal Scholarship of SpF/SpS (Interim).

Article 10 The funds for the special high-achieving researchers recruited by the University shall be discussed case by case.

Chapter IV Supplementary Rule

Article 11 These Regulations shall enter into force upon promulgation. Office of Research and Sponsored Programs will be responsible for interpretation of the regulation.