

Application Reference No. :  
(for internal reference only)

## Research, Academic and Industry Sectors One-plus (RAISe+) Scheme

### Application Form

#### General

1. Please read the ‘**Funding and Administrative Guidelines for the Research, Academic and Industry Sectors One-plus (RAISe+) Scheme**’ (“**Guidelines**”) before completing this form.
2. The Applicant shall be one of the eight designated University Grants Committee (UGC)-funded universities while the research team associated with the respective university will be responsible for carrying out the project. Applications must be submitted to the Innovation and Technology Commission (ITC) by the universities.
3. Each university is welcome to submit a maximum of 15 applications for each application solicitation exercise. It should complete one form in respect of each project.
4. For the purpose of assessment, please complete this form in English. For sections where Chinese is also required, please provide input in both English and Chinese.
5. Please attach annex(es) if space provided in the form is insufficient. Other information in support of the application, e.g. diagrams, photos, etc. in JPEG or PDF format, is welcome. Where necessary, the Applicant may be required to produce the originals of the supporting documents for verification and additional information for clarification. Unless on request of the Scheme’s Secretariat, supplementary information provided after submission of application will NOT be accepted and will NOT form part of the application. Supplementary information not specifically referred to in this application form will not be considered and will not form part of the application.
6. All information provided in the form will be used for processing the application and for related purposes, e.g. project monitoring, statistical analysis, etc. It may be disclosed to other bureaux/departments of the Government of the Hong Kong Special Administrative Region (“the Government”), statutory bodies or relevant third parties, if such disclosure is necessary.
7. Application must be submitted to the Scheme’s Secretariat electronically through the Innovation and Technology Commission’s weblink (<http://www.itf.gov.hk/rpfas/>) and in one duly signed and stamped original hard copy to Scheme’s Secretariat.
8. In the event of any inconsistency between this form and the Funding and Administrative Guidelines mentioned in paragraph 1 above on the one hand, and

the agreement to be signed between the Government and the Applicant mentioned in paragraph 2 above in relation to the approved project on the other hand, the agreement will prevail.

This form comprises the following sections: -

Part A	The Applicant
Part B	The Project
Part C	Assessments
Part D	Attachments for the Application
Part E	Declaration

Please read Notes 1 and 2 below before providing the general information of the project under application.

Project Title	(Chi)
	(Eng)
Applicant (Please select (by putting in ✓).)	<input type="checkbox"/> City University of Hong Kong (CityU) <input type="checkbox"/> Hong Kong Baptist University (HKBU) <input type="checkbox"/> Lingnan University (LU) <input type="checkbox"/> The Chinese University of Hong Kong (CUHK) <input type="checkbox"/> The Education University of Hong Kong (EdUHK) <input type="checkbox"/> The Hong Kong Polytechnic University (PolyU) <input type="checkbox"/> The Hong Kong University of Science and Technology (HKUST) <input type="checkbox"/> The University of Hong Kong (HKU)

#### Note 1

*For project commencing from the first stage, the ITC strongly encourages the project team to set up a company before project commencement. If the project team joins the second stage of the Scheme direct, it is required to establish a company prior to project commencement. If the project team has already established a company in accordance with the Companies Ordinance, it should have been registered for not more than seven years as of the deadline of the relevant application exercise.*

Note 2

*The Applicant shall be a UGC-funded university and the university concerned will be responsible for signing the project agreement.*

**Innovation and Technology Field of the Project**

Please select one primary and one secondary innovation and technology field<sup>Note 3</sup> for each application –

Primary innovation and technology field:

--

Secondary innovation and technology field:

--

Note 3

The fourteen innovation and technology fields include: (i) Advanced Manufacturing; (ii) Artificial Intelligence (AI) and Robotics; (iii) Bioinformatics; (iv) Chinese Medicine; (v) Computer Science / Information Technology; (vi) Electrical and Electronic Engineering; (vii) Engineering; (viii) Environmental, Agricultural and Marine Biotechnology; (IX) Fintech; (x) Health and Medical Sciences (i.e. Medical Biotechnology); (xi) Industrial Biotechnology; (xii) New Materials and New Energy; (xiii) Physical Sciences and (xiv) Other Innovation and Technology-related Sectors (please specify).

## ***Part A The Applicant***

### **I. Information on the Applicant**

**The Applicant should fill in this form and provide all necessary information with the consent of parties concerned.**

#### **1. Applicant (UGC-funded University)**

Name of	(Chi)	_____
University	(Eng)	_____
Faculty/	(Chi)	_____
Department	(Eng)	_____
Address	(Chi)	_____
	(Eng)	_____
Tel		Fax
		_____
E-mail		_____

## Key Contact Person(s) Assigned by the Applicant

Please provide details of two key contact persons.

### 1. Person-in-charge

The person-in-charge ("PIC") should be associated with the respective university and engaged in the project or the start-up's business. The PIC is responsible for (i) overseeing the operations of the project or the start-up; and (ii) liaising with the university on matters relating to RAISE+ funding. The PIC is required to hold a senior position in the team or the start-up and can be reached by the associated university during normal business hours.

Name	(Chi)		
	(Eng)		
Post Title			
Organisation			
(Department/Unit)			
Address	(Chi)		
	(Eng)		
Tel		Fax	
E-mail			

### 2. Administrative Coordinator

The Administrative Coordinator should be responsible for handling other administrative matters.

Name	(Chi)		
	(Eng)		
Post Title			
Organisation			
(Department/Unit)			
Address	(Chi)		
	(Eng)		

Tel

Fax

E-mail

## II. Information on Party(ies) Other than the Applicant

### Party(ies)

Please provide information in the tables below about parties which will provide support for the project, including those which will make industry contribution as well as those which will give support in other forms. Please provide supporting document(s) from these parties indicating their support to the application. Please also explain in the ensuing section(s) the support to be rendered by respective parties.

	Name	Sector <sup>Note 4</sup> (Research/ Academic/ Industry/ Others (please specify))	Type <sup>Note 5</sup>	Contact Person (Position, Organisation, Tel No, Fax No and E- mail)
In Hong Kong				

	Name	Sector <sup>Note 4</sup> (Research/ Academic/ Industry/ Others (please specify))	Type <sup>Note 5</sup>	Contact Person (Position, Organisation, Tel No, Fax No and E- mail)

	Name	Sector <sup>Note 4</sup>	Type <sup>Note 5</sup>	Contact Person (Position, Organisation, Tel No, Fax No and E- mail)
Outside Hong Kong				

Note 4

*Please specify whether the supporting party(ies) is(are) from the research sector, academic sector, industry sector, or others (please specify).*

Note 5

*Please indicate the type by marking 1 or 2 or 3 –*

- 1 – Party making university/industry's contribution to the project.*
- 2 – Party giving support other than in the form of university/industry's contribution.*
- 3 – Other (such as letter of recommendation, reference letter)*



## Part B The Project

### I. Key Project Details

1. Project Title : \_\_\_\_\_

#### 2. Proposed Schedule of the Project Period

Commencement Date (dd/mm/yyyy): <sup>Note 6</sup>      /      /

Duration of the first stage (*max. 36 months but total project duration should not exceed 60 months*)      /      /      -      /      /

Duration of the second stage (*max. 36 months but total project duration should not exceed 60 months*)      /      /      -      /      /

Completion Date (dd/mm/yyyy):      /      /

Total Project Period (no. of months, max. 60 months):	_____ months	(Total)
	( _____ months)	(First stage)
	( _____ months)	(Second stage)

#### 3. Overview of Amount of ITF Funding Sought

	Total	First stage	Second stage
A. Project Cost (HK\$'000)	0.000	0.000	0.000
B. Amount of contribution from the university (HK\$'000) (University's contribution in the Second Stage will not be considered for matching purpose) [B(i) + B(ii)]:	0.000	0.000	0.000
B.(i) In-kind (HK\$'000):	0.000	0.000	0.000

	Total	First stage	Second stage
B.(ii) Non-in-kind (HK\$'000):	0.000	0.000	0.000
C. Total amount of contribution from the industry (HK\$'000) [C(i) + C(ii)]:	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
C.(i) In-kind (HK\$'000):	0.000	0.000	0.000
C.(ii) Non-in-kind (on the second stage, only capital investment and/or sponsorship from the industry are acceptable) (HK\$'000):	0.000	0.000	0.000
Percentage of in-kind vs. Total Contribution (%): [ (B(i) + C(i)) / (B+C) x 100% ]	-	0.000% [max 50%]	-
Amount of ITF Funding Sought (HK\$'000):	0.000 [10m-100m]	0.000 [max. 60m but subject to total ceiling of 100m]	0.000 [max. 60m but subject to total ceiling of 100m]

Please indicate confirmation by putting in ☒ .

- ☐ I confirm that this application does not contain any expenditure item or part thereof which is already funded or will be funded by the Government, a Government subvented body/institution, the associated university or third parties.
- ☐ I confirm that for all capital investment and/or sponsorship to be qualified as “university or industry contribution” for this application, the source of funding is from the private sector instead of from the Government-related sources.

#### Note 6

*Applicants are advised to set a realistic commencement date (suggest a minimum of five months after the end of each application solicitation exercise) to cater for the time required for application vetting, completion of all necessary administrative procedures for approved application, realisation of contributions, signing of funding agreements, etc.*

#### 4. Valuation of the Company (if applicable)

For project team that has already established a company in accordance with the Companies Ordinance, please provide the following information.

Item	Amount (HK\$'000)
(i) Pre-money valuation of the company	0.000
(ii) Post-money valuation of the company	0.000

#### 5. Related Information in Support of the Application

(a) Whether there was previous R&D work done in relation to the R&D outcomes to be transformed / realised / commercialised under the application and whether government funding support was received. If so, please provide the details.

☐ Yes.

Please list previous projects and funding obtained, e.g. Research Grants Council (RGC), etc.

Funding Source	Project Reference No.	Project Particulars (e.g. Project title)	Funding Obtained (\$HK'000)

☐ No.

(b) Is this application a re-submission of a previously rejected application?

- ☐ Yes. (Please set out the reference number of the previous application, highlight the main differences between this application and the previous one and explain how the differences have addressed the concerns previously raised)

---

---

---

- ☐ No.

## II. Brief Description of Project Proposal

### 1. Technology Areas *(This information is collected for statistical purpose)^*

- ☐ Biotechnology
- ☐ Chinese Medicine
- ☐ Electrical and Electronics
- ☐ Environmental Technology
- ☐ Information Technology
- ☐ Manufacturing Technology
- ☐ Materials Science
- ☐ Nanotechnology
- ☐ Others (please specify):\_\_\_\_\_

<sup>^</sup> Please select (by putting in '√') where appropriate.

**2. Industrial Sector** *(This information is collected for statistical purpose)^*

- ☐ Biotechnology
- ☐ Electrical and Electronics
- ☐ Environmental
- ☐ Information Technology
- ☐ Foundation Industries
- ☐ Textiles/Clothing/Footwear
- ☐ General (Cross-sectors)
- ☐ Others (please specify) \_\_\_\_\_

*^ Please select (by putting in '✓') where appropriate.*

**3. Key Area** *(This information is collected for statistical purpose)^*

- ☐ Art Technologies
- ☐ Big Data
- ☐ Biomedical Technologies
- ☐ Climate Changes
- ☐ Construction Materials
- ☐ Cryptography
- ☐ Financial Technologies
- ☐ Gerontech
- ☐ Green Engineering Technologies
- ☐ Legal Technologies
- ☐ Quantum Communications
- ☐ Third Generation Semiconductor
- ☐ Others (please specify): \_\_\_\_\_

*^ Please select (by putting in '✓') where appropriate.*

**4. Relevance to National 14<sup>th</sup> Five-Year Plan** *(This information is collected for statistical purpose)^*

- ☐ Artificial Intelligence
- ☐ Quantum Computing
- ☐ Integrated Circuits Design
- ☐ Brain Science and Brain-Like Technology Research
- ☐ Genomics and Biotechnology
- ☐ Clinical Medicine and Health
- ☐ Deep Space, Deep Earth, Deep Sea and Polar Research
- ☐ Others (please specify):\_\_\_\_\_

*^ Please select (by putting in '√') where appropriate.*

**5. Project Summary** (in both Chi and Eng, no more than 600 words each)

(To facilitate understanding of the proposed project, please provide in Chi and Eng and in layman's terms a summary of the project objectives, details of the novel I&T component, conversion of R&D outcomes into innovative and marketable solutions, commercial viability, etc.)

(Chi)
(Eng)

**6. Technical Summary** (in both Chi and Eng, no more than 600 words each)

(Please provide a summary of the R&D objectives and methods.)

(Chi)
(Eng)

**7. Project Deliverables** (in both Chi and Eng, no more than 600 words each)

(Please provide a brief description of project deliverables, the expected targets and outcomes in the first and second stages of the project, how the progress will be tracked, and commercialisation plan, etc.)

(Chi)
(Eng)

**8. Location of Project-related Work**

Please provide details on the geographical location(s) of the relevant project related-work undertaken in and outside Hong Kong, including name(s) and place(s) of the service provider(s). <sup>Note 7</sup>

**R&D work** (local and outside Hong Kong)

Location	Name and Place of Service Provider	Expenditure Incurred (HK\$'000)	Percentage of R&D Work to be Undertaken <small>Note 8</small>	Remark (e.g. Justifications for work to be conducted outside Hong Kong)
Local		0.000	XX%	
Outside Hong Kong		0.000	XX%	
<b>Subtotal of R&amp;D work outside Hong Kong</b>		<b>0.000</b>	<b>XX%</b>	
<b>Subtotal of local R&amp;D work</b>		<b>0.000</b>	<b>XX%</b>	
<b>Total of R&amp;D work</b>		<b>0.000</b>	<b>100%</b>	

**Non-R&D work** (outside Hong Kong only)

Name and Place of Service Provider	Expenditure Incurred (HK\$'000)	Percentage of Non-R&D Work to be Undertaken Note 8	Remark (e.g. Justifications for work to be conducted outside Hong Kong)
	0.000	XX%	
	0.000	XX%	
<b>Subtotal of non-R&amp;D work outside Hong Kong</b>	<b>0.000</b>	<b>XX%</b>	
<b>Subtotal of local non-R&amp;D work</b>	<b>0.000</b>	<b>XX%</b>	
<b>Total of non-R&amp;D work</b>	<b>0.000</b>	<b>100%</b>	

Note 7

*The majority of the projected-related work (i.e. at least 50% of R&D work and at least 50% of other non-R&D work) under an approved project should be conducted (and relevant expenditure incurred) within the territory of Hong Kong. In case certain tasks need to be conducted outside Hong Kong, the Applicant must seek prior approval from the ITC with justifications.*

Note 8

*Applicant should calculate the percentage of work based on the relevant expenditure incurred (i.e. net of service charge to the Applicant university).*



## 9. Project Milestones

Please set out the key milestones for the stage(s) of implementation. The duration of each of the first and second stage should not exceed 36 months and the total project period should not exceed 60 months. Any extension of the project period shall be subject to approval by the ITC and shall be granted only under exceptional circumstances, as determined by the ITC.

Proposed period of the first stage XX / XX / XX - XX / XX / XX

(max 36 months ( months)  
but the total project period  
should not exceed 60 months):

First Stage (if applicable)	Calendar Date (dd/mm/yy)	Work Progress (in quantity and quality where possible, with start/end date of each item; excluding administrative activities such as staff recruitment and equipment procurement)
1 <sup>st</sup> Project Milestone:  (12 <sup>th</sup> month from commencement of the first stage, if applicable)		
2 <sup>nd</sup> Project Milestone:  (24 <sup>th</sup> month from commencement of the first stage, if applicable)		
Last Project Milestone:  (36 <sup>th</sup> month from commencement of the first stage / last month of the first stage)		

Proposed period of the second stage (max 36 months but the total project period should not exceed 60 months):

XX / XX / XX - XX / XX / XX  
(        months)

Second Stage	Calendar Date (dd/mm/yy)	Work Progress (in quantity and quality where possible, with start/end date of each item; excluding administrative activities such as staff recruitment and equipment procurement)
1 <sup>st</sup> Project Milestone:  (12 <sup>th</sup> month from the commencement of the second stage)		
2 <sup>nd</sup> Project Milestone:  (24 <sup>th</sup> month from the commencement of the second stage)		
Last Project Milestone:  (36 <sup>th</sup> month from commencement the second stage / last month of the second stage)		

## Part C Assessments

*Please refer to the assessment framework and details in the Guidelines and relevant Annex.*

### I. Innovation and Technology Component

(First Stage: 35%, Second Stage: 20%)

#### (a) Objectives

The Applicant shall:

- (i) set out the key issue(s) or existing problem(s) to be solved in the research and development (R&D) area(s) of the original core technologies/ deep technology being selected;
- (ii) briefly describe the product(s)/ service(s)/ process(es)/ system(s) to be released to the market for solving the problem(s);
- (iii) provide details of the new/novel elements – what is new/novel in the original basic R&D project, in terms of ideas, concepts, knowledge, technologies, methods and/or applications;
- (iv) explain the relevant scientific/engineering principle(s) and how the I&T developed or applied operates; and
- (v) provide information on the arrangement of Intellectual Property (IP) Rights.

--

#### (b) Scope of R&D Work

The Applicant shall:

- (i) articulate how the R&D work would be systematically conducted and the specific research areas for generating new knowledge to develop the I&T;
- (ii) describe the specific core R&D activities, technology development processes and/or methods that will convert the original basic R&D outcomes into innovative and marketable solutions; explain how they operate and provide their operating principles;
- (iii) provide more information if the R&D activities involve data collection from other parties, such as the principal approaches/methodologies in collecting data; and how data privacy and integrity will be addressed;
- (iv) clarify if there is any regulatory requirement for conducting a user/clinical trial if it is proposed as part of the R&D plan;

- (v) describe the scientific/engineering phenomena to be studied and investigated by the project, and technical details of the methods deployed in the investigation; and
- (vi) describe the technical details of R&D plan and methodology for each project milestone set out in Part B.II.9 to justify the viability of the proposal from the technical perspective.

### **(c) Project Deliverables**

The Applicant shall:

- (i) demonstrate the project possesses excellent original breakthrough basic R&D outcomes and has potential to become a successful I&T start-up; and
- (ii) describe the expected targets and outcomes in the first (if applicable) and second stages of the project, and how the progress towards achieving them will be tracked and evaluated in concrete and measurable terms.

### **(d) Technical Challenges /Risks**

The Applicant shall articulate the risks and challenges in accomplishing the project objectives and milestones, and the proposed measures on how these risks and challenges can be tackled.

## **II. Commercialisation Viability of Project Outcomes**

(First Stage: 20%, Second Stage: 35%)

### **(a) Target Customers /Market / Geographical Regions**

The Applicant shall provide details on the targeted customers/ market/geographical regions that the proposed project deliverables to be commercialised aim to reach out

to.

### **(b) Commercial / Market Risks**

The Applicant shall:

- (i) articulate the commercial/market risks that will be encountered in launching the proposed product(s)/service(s)/process(es)/system(s), and include a description of how these risks will affect successful commercialisation and what measures will be put in place to manage the risks; and
- (ii) specify if there is any regulatory requirement/potential liability/risk(s) over the use of the proposed product(s)/service(s)/process(es)/system(s) and how they will be addressed.

### **(c) Competitive Analysis**

The Applicant shall provide an analysis of the project deliverables against similar products/services already available in the market, e.g. locations for marketing, competitive edges in terms of performance and price, and estimated market share (percentage), etc.

### **(d) Business Model**

The Applicant shall:

- (i) describe how the target customers/markets could be reached and the details on how the project deliverables could help generate income (e.g. pricing mechanisms, licensing, subscription, etc.) from each customer segment; and
- (ii) articulate the value propositions (e.g. how to add more value or better solve a problem), relationships with target customers, key resources/sources of funding, key business model, key partnerships and cost structure of the project.

**(e) Commercialisation Plan**

The Applicant should formulate a detailed business plan that includes the following information -

- (i) potential revenue stream (e.g. royalty/income from licensing, subscription, direct sales, commission, etc.);
- (ii) ways to reach out to target customers (e.g. direct marketing, distribution channels, partnerships, loyalty programmes, etc.);
- (iii) ways to manage and engage the supply chain (e.g. raw material suppliers, manufacturing, testing, payment, shipping and delivery, etc.); and
- (iv) cost structure of product(s)/service(s)/process(es)/system(s) and the pricing strategy.

**III. Technical and Management Capability of the Team**

(First Stage: 20%, Second Stage: 20%)

1. The Applicant should provide details on:

- (i) the technical and management ability of the person-in-charge (please refer to Part A. I. of this form) and the project team to deliver the proposed project fully; and
- (ii) the overall size of the team, the composition of the team at various levels, role of key project members and/or involving parties in implementing the project, etc. as appropriate.

Person-in-charge

Name (Chi) \_\_\_\_\_

(Eng) \_\_\_\_\_

Role in the Project \_\_\_\_\_

Technical and  
management ability,  
and other details

Other Project team members

Name (Chi)

(Eng)

University/ (Chi)

Organisation

(Eng)

Post in the (Chi)

University/

Organisation

(Eng)

Address

(Chi)

(Eng)

Tel

Fax

E-mail

Role in the Project

Technical and  
management ability,  
and other details

#### **IV. Relevance with Government Policies or in Overall Interest of the Community**

(First Stage: 10%, Second Stage: 10%)

1. Please explain how the project would facilitate the development of the relevant industrial sector.

2. Please explain how the project would create long term and high value-added technology employment in Hong Kong and provide training opportunities for our local university graduates in the fields of science, technology, engineering and mathematics.

3. Please explain whether the proposed project's IP benefit sharing arrangements would provide greater incentive for university teams to commercialise R&D outcomes with transformation potential.

4. Please explain whether the project would bring social benefits to the society and any corporate social responsibility initiatives will be carried out.



5. Please explain how the project will bring long-term benefits to the local innovation and technology ecosystem in Hong Kong (e.g. in terms of commercialisation (including licensing and product) income, number of IP generated/ patent field, the level of R&D investment, number of employment opportunities created, the cultivation of local innovation and technology talents, etc.), including whether the innovation and technology component of the project will continue to stay in Hong Kong and the majority of the operation of the company will be retained in Hong Kong after the project period.

## v. Financial Considerations

(First Stage: 15%, Second Stage: 15%)

### A. Contribution from the University and the Industry <sup>Note 9</sup>

Please list all contribution from the university and the industry to be received within the project period, and provide breakdown of each item in the following sections.

Summary:

Category of Contribution	First Stage Amount (HK\$'000)	Second Stage Amount (HK\$'000)
(i) Total contribution from the university (the Applicant)	0.000	0.000
(ii) Total contribution from the industry	0.000	0.000
<b>Total (A):</b>	<b>0.000 (i)+(ii)</b>	

---

Note 9

- For the first stage, the Government shall provide funding to the Applicant on a matching ratio of up to 2 (Government) : 1 (industry and university). For the second stage, The Government shall provide funding to the Applicant on a matching ratio of 1 (Government) : 1 (industry).
- Non-in-kind contribution from the university and the industry must be a non-repayable cash contribution or an investment with no redeemable requirement so that the contribution would not become a potential debt for the project. Convertible notes and equity investment with redemption clause are not acceptable.
- For any capital investment and/or sponsorship to be qualified as “university or industry contribution”, the source of funding should be from the private sector instead of from the Government-related sources to avoid double funding by the Government. If the Applicant claims that the contribution provided by these entities is qualified for matching purpose, it should provide proof of binding commitment of such contribution to ascertain the eligibility.
- As the funding is provided on a matching basis, if the actual amount of university and industry contribution is less than that committed in the application, the funding amount will be reduced accordingly and the Applicant has to return any disbursed fund in excess.

**(i) Contribution from the university (the Applicant) (First Stage)** <sup>Note 10</sup>

Name	Cash Contribution (HK\$'000)	In-kind Contribution		Total (HK\$'000)
		Details (description of manpower, equipment or consumables and basis of conversion to cash value)	Cash Equivalent (HK\$'000)	
			<b>Sub-total A(i)(a):</b>	<b>0.000</b>

### Contribution from the university (the Applicant) (Second Stage) <sup>Note 10</sup>

Name	Cash Contribution (HK\$'000)	In-kind Contribution		Total (HK\$'000)
		Details (description of manpower, equipment or consumables and basis of conversion to cash value)	Cash Equivalent (HK\$'000)	
Sub-total A(i)(b):				0.000

#### Note 10

- In-kind contribution would only be accepted if it is essential to the project and is contributed specifically for the project. The Applicant should provide documentary proof of the value of in-kind contribution e.g. details of the valuation for new and used equipment and consumables. In general, the Applicant should provide two independent quotations for each item of in-kind contribution. Under special circumstances such as the contributor being the sole supplier of the item or the item is unique in terms of IP ownership or technology, in which case there are genuine difficulties in obtaining a second independent quotation, other form of documentary evidence from the contributor may be accepted.*
- The university's contribution in the second stage will not be considered for matching purpose.*

### (ii) Contribution from the Industry (First Stage) <sup>Note 11</sup>

Name (First Stage)	Cash Contribution (HK\$'000)	In-kind Contribution		Total (HK\$'000)
		Details (description of manpower, equipment or consumables and basis of conversion to cash value)	Cash Equivalent (HK\$'000)	
<b><i>Local</i></b>				

<b>Non-local</b>				
			<b>Sub-total A(ii)(a):</b>	<b>0.000</b>

### Contribution from the Industry (Second Stage) <sup>Note 11</sup>

Name (Second Stage)	Cash Contribution (HK\$'000)	In-kind Contribution		Total (HK\$'000)
		Details (description of manpower, equipment or consumables and basis of conversion to cash value)	Cash Equivalent (HK\$'000)	
Local				
Non-local				
		Sub-total A(ii)(b):		0.000



I confirm that at least 50% of the industry contribution for this application comes from independent third parties other than the project team or any of its members (including their family members or relatives).

#### Note 11

- The recognised matching period for industry contribution of this application solicitation exercise starts from 9 June 2023. In-kind contribution from the industry in the second stage will not be counted for matching.
- Please indicate industry contribution from sources that are related to the project team or any of its members (including their family members or relatives) (by putting in \*). The total amount of such contribution should be less than 50% of all non-government contribution.
- In-kind contribution would only be accepted if it is essential to the project and is contributed specifically for the project. The Applicant should provide documentary

*proof of the value of in-kind contribution e.g. details of the valuation for new and used equipment and consumables. In general, the Applicant should provide two independent quotations for each item of in-kind contribution. Under special circumstances such as the contributor being the sole supplier of the item or the item is unique in terms of IP ownership or technology, in which case there are genuine difficulties in obtaining a second independent quotation, other form of documentary evidence from the contributor may be accepted.*

**(iii) Contribution from other sources (if applicable) (First Stage) (e.g. contribution from individuals/ parties specified for non-matching purpose)**

Name	Cash Contribution (HK\$'000)	In-kind Contribution		Total (HK\$'000)
		Details (description of manpower, equipment or consumables and basis of conversion to cash value)	Cash Equivalent (HK\$'000)	

**Contribution from other sources (if applicable) (Second Stage) (e.g. contribution from individuals/ parties specified for non-matching purpose)**

Name	Cash Contribution (HK\$'000)	In-kind Contribution		Total (HK\$'000)
		Details (description of manpower, equipment or consumables and basis of conversion to cash value)	Cash Equivalent (HK\$'000)	

**B. Estimated Expenditure**

Please refer to Section E.1. of the Guidelines and list all the estimated expenditure items to be incurred within the project period and provide sufficient justification and a breakdown of each estimated project expenditure item in the following sections (the reasonableness and financial viability of the estimated expenditure).

Summary:

	First Stage Cost (HK\$'000)	Second Stage Cost (HK\$'000)
(i) Manpower	0.000	0.000
(ii) Equipment	0.000	0.000
(iii) Other Direct Costs (including Service Fees, if applicable)	0.000	0.000
<b>Total Project Cost (B):</b>	<b>0.000</b>	<b>(i)+(ii)+(iii)</b>

**(i) Manpower (First Stage)**

Please provide details of project staff who will incur any cost to the project within the project period.

Position/ Rank <small>Note 12</small>	No. Required	Duration (months)	Monthly Rate or Equivalent (HK\$'000)	Total (HK\$'000)	Justifications (e.g. qualifications, duties, core R&D work performed for completing project milestones and producing project deliverables with clear articulation to project duration, etc.)
<b>Sub-total B(i)(a):</b>				<b>0.000</b>	

## Manpower (Second Stage)

Please provide details of project staff who will incur any cost to the project within the project period.

Position/ Rank <sup>Note 12</sup>	No. Required	Duration (months)	Monthly Rate or Equivalent (HK\$'000)	Total (HK\$'000)	Justifications (e.g. qualifications, duties, core R&D work performed for completing project milestones and producing project deliverables with clear articulation to project duration, etc.)
<b>Sub-total B(i)(b):</b>				<b>0.000</b>	

- ☐ I confirm that the manpower cost covers no other than the manpower cost for compliance with the legal requirements of the Hong Kong Special Administrative Region and the places where the project-related work is conducted outside Hong Kong, the salary of project staff, including employer's mandatory contribution to the Mandatory Provident Fund (MPF), contract gratuities, annual salary adjustment (excluding increments and promotions) and general fringe benefits (e.g. medical) in accordance with the established mechanism of the Applicant, i.e. the university.

### Note 12

- Please indicate (by putting in \*) if any project staff taking up any form of remuneration from the Project Funds is the shareholder/ director/ management team member/ staff of any company making the industry's contribution to the project. If any shareholders/directors/management team members/staff of the company or its related company within the same group of companies are appointed as the person-in-charge or a project team member, the university of the approved application should provide declarations made by the above personnel in writing on all relevant remunerated positions, justifications for the appointment and course of action to be taken to mitigate conflict of interest to ITC for approval before their taking any form of remuneration from the Project Funds. ITC shall have the absolute discretion to determine whether such approval shall be given.
- Please indicate (by putting in @) where the manpower cost is to be covered by in-kind contribution from the Applicant or industry. The funding source of in-kind contribution should not come from the Government (including UGC and RGC).

Additional Information:

--

**(ii) Equipment (First Stage)**

Equipment Note 13	Purchase / rental	Quantity	Unit Cost (HK\$'000)	Total (HK\$'000)	Justifications (e.g. functions, why is it essential to the project, location of equipment, etc.)
<i>located in Hong Kong</i>					
<i>located outside Hong Kong</i>					
		<b>Sub-total B(ii)(a):</b>		<b>0.000</b>	

**Equipment (Second Stage)**

Equipment Note 13	Purchase / rental	Quantity	Unit Cost (HK\$'000)	Total (HK\$'000)	Justifications (e.g. functions, why is it essential to the project, location of equipment, etc.)
<i>located in Hong Kong</i>					
<i>located outside Hong Kong</i>					



	<b>Sub-total B(ii)(b):</b>	<b>0.000</b>
--	----------------------------	--------------

- ☐ I confirm that the title to all equipment will vest with the company formed by the project team. Where the company has yet to be set up, the title will temporarily vest with the Applicant, which shall unconditionally transfer the ownership of equipment to the company within one month after the company has been set up.
- ☐ I confirm that the company formed by the project team (or the Applicant as appropriate) will keep all equipment costing no less than HK\$500,000 purchased for the project for at least two years after project completion or termination of the project agreement.

**Note 13**

- Please indicate (by putting in #) where the equipment is estimated to cost HK\$500,000 or above per item.
- Please indicate (by putting in @) where the equipment is to be covered by in-kind contribution from the Applicant or industry.
- In general, hire-purchase of equipment is not allowed.
- For equipment purchased using Project Funds, it may be installed in the facilities of other parties located outside Hong Kong subject to the following principles:
  - the equipment shall remain under the ownership of the company formed by the project team (or the Applicant as appropriate if the company has yet to be set up) for at least two additional years after project completion or termination of the project agreement;
  - the equipment shall be installed in a university or a public research institute (not a private company); and
  - the cost of the equipment concerned should not account for a dominant part of the equipment budget (in general, the total cost of all equipment to be installed outside Hong Kong should be less than 25% of the total equipment budget).

Additional Information:

**(iii) Other Direct Costs (First Stage)**

Item <small>Note 14</small>	Quantity	Unit Cost (HK\$'000)	Total (HK\$'000)	Justifications (e.g. purposes, scope of service, how it contributes to achievement of results, reasons for the quantity requested, etc.)
<b>External consultancy and purchase of consumables and technology licences</b>				

<b>Costs for patent application</b>				
<b>Audit fee</b>				
<b>Charges for services provided by the Applicant and parties making industry's contribution</b>				
<b>Service fees to be charged by the respective universities (see bullet 4 of Note 14)</b>				
<b>Business operation expenses</b>				
<b>Others</b>				
	<b>Sub-total B(iii)(a):</b>		<b>0.000</b>	

**(iii) Other Direct Costs (Second Stage)**

Item <small>Note 14</small>	Quantity	Unit Cost (HK\$'000)	Total (HK\$'000)	Justifications (e.g. purposes, scope of service, how it contributes to achievement of results, reasons for the quantity requested, etc.)
<b>External consultancy and purchase of consumables and technology licences</b>				
<b>Costs for patent application</b>				

<b>Audit fee</b>				
<b>Charges for services provided by the Applicant and parties making industry's contribution</b>				
<b>Service fees to be charged by the respective universities (see bullet 4 of Note 14)</b>				
<b>Business operation expenses</b>				
<b>Others</b>				
<b>Sub-total B(iii)(b):</b>			<b>0.000</b>	

- ☐ I confirm that (a) for all travelling expenses (itemised in the above tables), they are at reasonable cost (e.g. economy class fare only if applicable) and are of direct relevance to the project and account for no more than 5% of the total amount of funds requested from ITF or HK\$500,000 (whichever is the less); the number of participant is not more than two persons from the project team/company formed by the project team (if applicable), and (b) the expenses on mass production activities should not exceed 50% of the total project expenses.

**Note 14**

- The maximum funding support for patent application charged to the project account is HK\$250,000, or 90% of the sum of the total direct costs of patent application (including the cost for patent search-cum-technical assessment), whichever is the lower. **The Applicant should clearly state in the table above the full cost of patent application in 'Item' column and the amount to be covered by the Project Funds in 'Total' column if this application is approved. For example, for application with full direct costs of patent application as \$200,000 (stated in the 'Item' column), \$180,000 (\$200,000 x 90%) should be used as the total cost (stated in the 'Total' column).**
- The maximum funding support allowed for an annual/final audited account of a project should not be more than 1% of the funding support from ITF or HK\$40,000, whichever

is the less.

- Subject to the fourth bullet of this Note below, the services provided by the Applicant and the parties making the industry's contribution may be charged to the ITF on the basis that - (a) the services are required on grounds of operational efficiency, reliability and quality of services, etc.; (b) the services are not general or administrative support in nature; and (c) the charges should only be at cost. The Applicant **should** state clearly what services the charges are for (if any) and provide justifications.
- The service fees to be charged by the respective university should not account for more than 10% of the total expenses of the project, and the total expenses of the project exclude service fees to be charged by the respective universities. If the actual total expenses of a project are eventually less than budgeted, the fees being charged by the respective university should be reduced correspondingly to ensure that they do not exceed 10% of the total expenses. The Applicant should provide breakdown of each service item and justification in the table.
- Business operation expenses may include expenses on mass production activities, which should not exceed 50% of the total project expenses.
- Please refer to the list of unallowable cost items in Section E.1(d) of the Funding and Administrative Guidelines for the RAISe+ Scheme. Yet, the list is not exhaustive and the Applicant should consult the ITC if in doubt.
- Please indicate (by putting in @) where the items are to be covered by in-kind contribution from the Applicant or the industry.

Additional Information:

--

### C. Project Income

Please list all the estimated income (e.g. licence fees, royalties, etc.) to be received, if any, and provide breakdown of each item and the basis of estimation in the following sections.

#### Estimated Income to be Received During Project Period

Source of Income	Basis of Projection/Assumptions	Amount (HK\$'000)

	<b>Total Estimated Project Income (C):</b>	<b>0.000</b>

#### D. Funding Request

<b>Amount (HK\$'000)</b>	<b>First Stage</b>	<b>Second Stage</b>	<b>Total</b>
Total University and Industry Contribution for matching purpose (A):	0.000	0.000	0.000
Total Project Cost (B):	0.000	0.000	0.000
<b>Net Amount of Funding Sought from ITF (D)</b>  <b>(D) = (B) - (A):</b>	0.000	0.000	0.000

<b>ITF Funding vs. Total Project Cost (expressed as a %):</b>	0.000%	0.000%	<b>0.000%</b>	<b><u>(D)</u></b>
				<b>(B)</b>

## Part D Attachments for the Application

Please number the supporting documents to be submitted together with this form as annexes, and provide the file description.

Annex No.	File Name	File Description
1	Proof of binding commitment of industry contribution (mandatory)	Proof of binding commitment from the party(ies) which will make industry's contribution to the project.
2	Structure of all organisation(s) making industry contribution for matching purpose (mandatory)	The information should include: ownership, governance, hierarchy and relationships, names of shareholders, names of investors, etc.
3	Budget with supporting document (mandatory)	Detailed breakdown of project budget, including all income and expenditure items with justifications, documentary proof of value of in-kind contribution, and realisation date/ time of all in-kind and non-in-kind contribution. All the aforementioned information should be presented with yearly cash flow projection.
4	Proposed performance indicators (mandatory)	Proposed performance indicators (e.g. those set out in the last paragraph of Section C.4 and the last bullet of Part D, Annex A of the Funding and Administrative Guidelines for the RAISe+ Scheme).

5	Supplementary information on the I&T components in relation to the application	Supplementary information on the I&T components in relation to the application (diagrams and photos are welcome).
6	CVs	CVs of the Person-in-charge, Administrative Coordinator, and project team member(s).
7	Specifications of the deliverables	Details of the deliverables of this proposed project.
8	Copy of Certificate of Incorporation	For project team that has already established a company in accordance with the Companies Ordinance.
9	Existing shareholding structure of the company	For project team that has already established a company in accordance with the Companies Ordinance.
10	Proforma shareholding structure of the company to be established if the Application is approved	

## **Part E Declaration**

I have carefully read and fully understand the Funding and Administrative Guidelines for the RAISe+ Scheme and the information in this Application Form. In particular, I fully understand that, where this application is successful, the university, as the Applicant, will enter into a project agreement with the Government and is required to comply with all the terms and conditions therein, including those on project progress and expenditure, submission of reports and audited accounts, etc. The Applicant shall assume all legal liabilities arising from, and be directly accountable and liable for all legal obligations relating to the project, and shall not take any action that is prejudicial to the Government's interest. The Applicant shall enter into other agreements with the project team and the company formed by the project team. The agreements shall specify the rights and responsibilities of the parties and the financial arrangements.

I certify that all the information provided in this Application Form is true, complete and accurate. In the event that any information is found untrue, incomplete or inaccurate in future, ITC reserves the right to revoke its approval of any application, withdraw any grant approved, request for refund to the Government of any payment already made, and subject the case to legal proceedings.

I agree that information provided in this form will be used and/or disclosed by the Government to relevant parties to process the application, to conduct research and survey, and if the application is successful, to monitor the project, to exercise its rights and powers in relation to the project, and for other related purposes.

I declare and undertake that the Applicant as set out in Part A, I. 1. of this Application Form and/or the company formed by the project team shall conform in all respects with all legislation (including the Law of the People's Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region). The Government may at any time revoke the approved application with immediate effect on occurrence of any of the following events:

- the Applicant as set out in Part A, I. 1. of this Application Form and/or the company formed by the project team has engaged or is engaging in acts or activities that are likely to constitute or cause the occurrence of offences endangering national security or which would otherwise be contrary to the interest of national security;
- the continued engagement of the Applicant as set out in Part A, I. 1. of this Application Form and/or the company formed by the project team, or the continued performance of the funding agreement is contrary to the interest of national security;
- the Government reasonably believes that any of the events mentioned above is about to occur.



**Applicant**

Authorised Signature for and  
on behalf of the Applicant

---

Name

---

Post Title

---

Organisation

---

Tel

---

Fax

---

Name of University as  
Applicant

---

Date

---

- Chop -

**Applicant's Chop**