**Section B - For HKUST Internal Use Only**

**乙部 – 只供香港科技大学内部审阅**

1. **Budget (in HKD) / 预算（港币）**

*NOTE: The budget section should provide a breakdown across major line items, such as staff/student salary, travel and conference fee (1-2 times, related to this project), the cost of hardware where applicable and overhead, etc.*

|  |  |  |
| --- | --- | --- |
| **Item / 支出科目** | **Amount (HKD) /金额 (港币)** | **Justification / 说明** |
| Manpower / 人员费/劳务费 |  |  |
| Equipment / 设备费 |  |  |
| Materials and Consumables /材料及耗材费 |  |  |
| Conference & travels /会议差旅费 |  |  |
| Misc. costs, including patent application fee /其他费用, 包含专利申请费用 |  |  |
| **Total Direct Cost****直接费用总计** |  |  |
| **HKUST Overhead****科大间接费用** |  | **30% direct cost, excluding equipment****直接费用的30%** **（不包括设备费）** |
| **Demonstration on Campus supported by Sustainable Smart Campus as a Living Lab** |  | **See 18.2** |
| **Total Project Fund Applied****申请项目费用总计**  |  |  |
| **Total Project Fund Approved****批准项目费用总计** |  |  |

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| 18.2 Apply for additional 100K for implementing the project as a Sustainable Smart Campus (SSC) demonstration on campus with educational components? Please insert a “ü” as appropriate.£ Yes £ No(NOTE: Please specifiy how and/or where the project will be implemented on campus, and what educational components will be added, and how the HK$100K funding will be spent.)  |

1. **Manpower / 人手安排**

Manpower – Time allocation to this project (include all members)

人手 – 投放到本项目的时间 （须包括所有成员）

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name****姓名** | **Role** **(PI/Co-PI/Member)****角色****(项目负责人 /****项目联合负责人/****成员)** | **Time Allocation to this project****(Full-time or Part-Time** **@ \_\_\_ Hours/Week)****投放到本项目的时间****（全职 或 兼职@\_\_\_小时/每周）** | **Signature****签名** | **Date****日期** |
|  | PI / 项目负责人 |  |  |  |
|  | Co-PI/ 项目联合负责人 |  |  |  |
|  | Member / 成员 |  |  |  |
|  | Member / 成员 |  |  |  |

1. **Project BIP Licensing 项目背景知识产权使用许可**

Background IP utilized in this project are as follows:

本项目涉及的背景知识产权如下：

1. Patent / 专利

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Patent Application Number****专利申请号** | **Patent Description****专利名称** | **Inventor****发明人** | **Date of Patent Filing****申请日期** | **Patent Grant Date/Current Status****授权日期 /****现在状态** | **Patent ownership** | **OKT reference code** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |

1. Background IP (Except patent), Trademarks, Designs, Copyrights, Trade Secrets and Know-How (Undisclosed Commercial Information):

背景知识产权（专利除外）、商标、外观设计、版权、商业秘密和工业知识 (未披露商业资料)等：

请提供具体档案编号及描述。

1. Use of Third Party’s IP / 使用第三方的知识产权

Does the Principal Investigator need to utilize any third party’s IP or open source IP in this Project?

项目负责人是否需要在本项目使用任何第三方的知识产权或开源知识产权？

[ ]  Yes 是 [ ]  No 否

If Yes, please provide the following information / 如是，请提供以下资料:

|  |
| --- |
| * Description of the third party’s IP or open source IP:

第三方的知识产权或开源知识产权的描述：* Any license is needed to utilize third party’s IP or open source IP?

Yes NoIf Yes, please provide following information* Which party will arrange the licensing arrangement with the third party? 哪一方将与第三方安排使用许可？

[ ]  Principal Investigator 项目负责人 [ ]  HKUST 香港科技大学 [ ]  Agency/Sponsor 资助机构* Which party will bear the cost for acquiring the license?

哪一方承担使用许可的费用？[ ]  Principal Investigator 项目负责人 [ ]  HKUST 香港科技大学 [ ]  Agency/Sponsor 资助机构* Limitation on usage / 使用限制: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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1. Background IPs that will be used in other project(s)，details are as follows / 将应用于其他项目的背景知识产权，具体资料如下：

背景知识产权的具体使用情况

1. Funding has previously been sought or is simultaneously being sought and pending approval, approved project with execution in progress, for this or similar project / 本项目或类似的项目曾申报及仍在等候批准、已批准在进行或同时正在申报研究资助： [ ]  Yes 是 [ ]  No 否

|  |
| --- |
| If Yes, please provide details of the similar project(s), including Project title, funding organization, IP arrangement, differentiation of foreground IP to be generated between this project and other similar project(s), and others:如是，请提供类似项目的详细资料，包括项目题目，资助机构，知识产权安排，本项目及其他类似项目所产生的前景知识产权之间的区别， 及其他资料： |

|  |
| --- |
| For OKT to fill in / 由OKT 填写 |
| Calculation of Licensing Fee / 许可使用权费用计算： |

1. **Preference of Commercialization Path / 商用化前景**

Project deliverables and outcomes will be commercialized via:

项目成功的产业化方向：

Please insert a “ü” as appropriate.

请在合适的地方加“ü” 号

|  |  |
| --- | --- |
| [ ]  | Formation of start-up companies. 成立新公司。 |
|  |  |
| [ ]  | Pilot demo of the IP generated from the project at HKUST campuses, and/or Exclusive / Non-Exclusive IP Licensing to BDR, and benefit sharing among all stakeholders according to the University’s IP Policy. 项目形成新的知识产权，通过SSC 在香港科技大学校内展示，或通过技术转移授权给博智林。香港科技大学及项目团队按照香港科技大学的政策共同分享技术转移得到的利益。 |

1. **Project Declaration & Approval / 声明及项目批核**

**Declaration by Principal Investigator:**

I, the PRINCIPAL INVESTIGATOR of this project, hereby declare that:

|  |  |  |
| --- | --- | --- |
|  |  | PI’s Declaration |
| 1 | I certify that all the information provided in the project proposal and this form is true, complete and accurate to the best of my knowledge. If any information is found untrue, incomplete or inaccurate in future, HKUST reserves the right to revoke its approval of any application, withdraw any project fund approved, request for refund to HKUST of any payment already made.  | [ ]  Yes | [ ]  No |
| 2 | I agree to act in accordance with and be bound by the management agreement entered into between HKUST and the Agency/Sponsor regarding this project and to ensure all participants to act in accordance with such terms and conditions including but without limitation to confidentiality and arrangement of Intellectual Property. | [ ]  Yes | [ ]  No |
| 3 | I shall inform all the participants to disclose all their actual and potential conflict of interest for their participation before and during the project. | [ ]  Yes | [ ]  No |
| 4 | I agree that I shall be responsible for completing this project in accordance with the agreement and agree that HKUST shall have the right to take any necessary actions to ensure the proper completion of this project, including but without limit to taking appropriate action after consulting the relevant University department, and engaging a replacement to continue this project in the event I leave HKUST. | [ ]  Yes | [ ]  No |
| 5 | I agree that information provided in the project proposal and this form will be used and/or disclosed by OKT 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. | [ ]  Yes | [ ]  No |

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| --- |
| **Principal Investigator (PI) / 项目负责人:** |
| Signature签名 | : |  | Name姓名 | : |  |
| Title职衔 | : |  | Date日期 | : |  |

|  |
| --- |
| **OKT / 知识转移办公室** |
| **Comments / 加注意见:** |
| Signature签名 | : |  | Name姓名 | : |  |
| Title职衔 | : |  | Date日期 | : |  |
| **HBJRI / 香港科技大学-博智林联合研究院**  |
| **Comments / 加注意见:** |
| Signature签名 | : |  | Name姓名 | : |  |
| Title职衔 | : |  | Date日期 | : |  |

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| --- |
| **For OKT Use Only / 只供知识转移办公室使用** |
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| --- | --- | --- |
|  | Forms collected  | OKT Office Use Only |
| 1 | PI’s ORPA approval record (<https://ro.hkust.edu.hk/forms-reports-resources/useful-links>)  | [ ]  Yes | [ ]  No |
| 2 | PI’s CRP approval record (<https://vprd.ust.hk/Policies-and-Forms/Research_Compliance_Management_Platform>)  | [ ]  Yes | [ ]  No |
| 3 | Research sub-contract agreement (if there is any collaborating organization or the project is conducted in one of the Mainland platforms)   | [ ]  Yes | [ ]  No |
| 4 | Acknowledgement and agreement of non-disclosure agreement signed by all project participants    | [ ]  Yes | [ ]  No |

**The project is** [ ]  **ACCEPTED /** [ ]  **NOT ACCEPTED by Agency/Sponsor.** **Updated by:**  |