

**Specialized Subsidy Scheme for Macao
Higher Education Institutions in the Area of
Research in Humanities and Social Sciences
Application Checklist**

Instructions:

1. Please mark at the boxes according to the application documents to be submitted.
2. The “Check Column” shall be filled in by the Bureau’s staff. If the application documents selected in this Checklist are found to be inconsistent with those that have been submitted, or the necessary documents or content are not provided, the institution will be notified to submit the supplementary document or provide supplementary explanation.

Name of Research Project:			
No.	1. Application documents to be submitted		Check Column
1.	<input type="checkbox"/> Subsidy Priority list		
2.	<input type="checkbox"/> Application form		
3.	<input type="checkbox"/> Research proposal		
4.	<input type="checkbox"/> Project budget breakdown		
No.	2. The provision of corresponding documents or content according to the items of expenditure to be applied		
	Items of expenditure to be applied	Documents or content	Check Column
5.	Researcher subsidy	<input type="checkbox"/> Background information of the research team and the content of the research work <input type="checkbox"/> Basis of subsidy calculation (Please refer to “Project Budget Breakdown”) <input type="checkbox"/> Project cooperation agreement	
6.	Investigator subsidy	<input type="checkbox"/> Number of investigators, content of investigation, or number of questionnaires (Please refer to “Project Budget Breakdown”)	
7.	Consultancy and technical support service fees	<input type="checkbox"/> Background information of the service entity <input type="checkbox"/> Reference quotation and necessity of expenditure	
8.	Research activity fees for going abroad or coming to Macao	<input type="checkbox"/> Content of research activities <input type="checkbox"/> Reference quotation for research activity fees	
9.	Reporting fees of research results: conference papers or journal articles	• Conference paper presentation: <input type="checkbox"/> Thesis title or abstract <input type="checkbox"/> Brief introduction of the conference <input type="checkbox"/> Reference quotation for registration fees <input type="checkbox"/> Reference quotation for attending overseas conference fees	
		• Academic journal publication: <input type="checkbox"/> Thesis title or abstract <input type="checkbox"/> Brief introduction of the journal (Please specify the category and impact factor of the journal) <input type="checkbox"/> Reference quotation for journal publication fees	
10.	Publication fees of research results	<input type="checkbox"/> Publication schedule and preliminary publication outline <input type="checkbox"/> Reference quotation for publication fees	
11.	Other fees (Please specify the purpose of expenditure)	<input type="checkbox"/> Explanation of necessity of expenditure <input type="checkbox"/> Reference quotation	