

## Application Form for year \_\_\_\_\_ Macao Science and Technology Progress Award

### I. General Description of the Project

#### 1. Project Title (Not exceed 30 words)

In Chinese \_\_\_\_\_

In Portuguese / \_\_\_\_\_

English \_\_\_\_\_

#### 2. Principal Persons to Complete the Project (Names of principal persons shall be listed from left to right according to their respective contributions.)

\_\_\_\_\_

#### 3. Principal Institutions to Complete the Project (Names of principal institutions shall be listed from left to right according to their respective contributions.)

\_\_\_\_\_

#### 4. Involved Field of Science and Technology (Please follow the subject category provided by the Science and Technology Development Fund)

No.	Subject Code	Subject Name

#### 5. Project Funding

No.	Funding Unit		Project No.	Project Name
	Name	Type		

#### 6. Project Commencement and Completion Dates

Starting

from  
(YY/MM/DD) \_\_\_\_\_

Completed

by  
(YY/MM/DD) \_\_\_\_\_

#### 7. Contact Information

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

## **II. Brief Introduction of the Project**

*(Main technological contents, authorized patents, technical and economic indicators, application promotion and benefits of the project, etc.)*

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*(Not exceed 1,200 words)*

### **III. Project Details**

1. Technological Innovation Details
  - (a) Scientific and technological contents
  - (b) Major technological innovations
  - (c) Comparing with the main parameters, efficiency and market competitiveness of current similar technologies in the Mainland and abroad

Template

*(Additional page allowed, but not exceed 6 pages in total)*

2. Economic Benefits

Total Project Investment \_\_\_\_\_ Payback Period (Years) \_\_\_\_\_

Year	Incremental Profits	Incremental Taxes Paid	Export Value	Total Cost Savings
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Cumulative	_____	_____	_____	_____

Details of computation of the above columns

3. Social Benefits (*Not exceed 200 words*)

#### IV. Science and Technology Awards Received by this Project

Name of Awarded Project	Date of Award Granted	Name of Award	Grade of Award	Award Granting Organization (Unit)

*(Additional pages allowed)*

Compared with the projects which received the Macao Science and Technology Awards, what progress has been made in this project?

*(Not exceed 400 words)*

#### V. Major Proofs Catalogue

##### 1. Certificate of Intellectual Property Rights

Patent No. /Application No.	Authorization/Application Date	Name	Type	Country	Inventor	Patentee

*(Additional pages allowed)*

2. List of Applying Units

Applying Units	Application Commencement and Completion Date (YY/MM)	Name and Telephone of Contact Person of the Applying Unit	Economic Benefits Generated by Technology Application (Ten Thousand MOP)	Submission of Proofs by Applying Units (✓)

*(Additional pages allowed)*

## VI. Profile of Principal Person to Complete the Project\*

Name				Gender																	
Date of Birth		Place of Birth		Nationality																	
Type of Identification Document				Identification Document No.																	
Work Unit																					
Position				Job Title																	
Highest Academic Degree				Year of Graduation																	
Institution of Graduation																					
Mobile No.		Email		Fax																	
Mailing Address																					
Profession / Expertise																					
Commencement and Completion Dates of Project Participation (YY/MM)				From	To																
Awards Received																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Name of Award</th> <th style="width: 15%;">Grade of Award</th> <th style="width: 20%;">Date of Award Granted</th> <th style="width: 30%;">Award Granting Organization (Unit)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>						Name of Award	Grade of Award	Date of Award Granted	Award Granting Organization (Unit)												
Name of Award	Grade of Award	Date of Award Granted	Award Granting Organization (Unit)																		
Major Contributions to this Project (Not exceed 200 words)																					
Declaration	<p>I have complied with the provisions of the <i>Science and Technology Awards Scheme</i>, and guarantee that the contents filled in and the relevant information provided are true and accurate and that there is no violation of the confidentiality agreement or any other circumstances that prohibit me from applying for the award in accordance with the law. If any dispute arises, I will actively cooperate with the investigation. In case of any fabrication of facts, provision of false materials, or obtaining of certification by illegal means, I shall withdraw unconditionally from the application and be held liable accordingly.</p> <p>I hereby agree that the project title, name of principal persons to complete the project,</p>																				

	<p>principal institutions to complete the project, brief introduction of the project as well as the papers/monographs catalogue in this application form may be released to the public. I also agree to transfer the data that related to this application to assessment agencies or experts outside Macao for assessment.</p> <p style="text-align: right;">Signature:</p> <p style="text-align: right;">YY    MM    DD</p>
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*\* Please refer to page 1 of “Principal Persons to Complete the Project”. If the project is completed by more than one person, each principal person must fill in a copy of this form.*

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## **VII. Table of Appendices**

1. Copies of Valid Identification Documents of All Applicants
2. Valid Work Permit Certificate in Macao
3. Certificate of Enrollment
4. Intellectual Property Liability Statement
5. Reference Letters
6. Certificate of Intellectual Property Rights
7. Proof of Awards Received
8. Certificate of Main Applications
9. Other Certificates

- Notes
- (1) For requirements on the appendices, please refer to the Instruction on Completing Application Form. The appendices shall be labeled according to the contents to facilitate verification.
  - (2) All the materials provided will be used for the application of Science and Technology Awards of Macao.

Template

# **Instruction on Completing Application Form for Science and Technology Progress Award**

The Application Form for Science and Technology Progress Award is the basic document and primary basis of award assessment. It shall be filled out conscientiously and authentically in strict accordance with the instructions provided in this document.

## **I. General Description of the Project**

1. Project Title: The title in Chinese shall not exceed 30 words. It shall be closely centered on the core innovation content of the project, concisely and accurately reflect the contents and characteristics of main technological innovations. Generally, the expression of “xx study” shall not be used in the project title, and the words such as enterprise name and specific product brand shall not appear.

2. Principal Persons to Complete the Project: They shall be listed according to their respective contributions to the project, with the number not exceeding 5.

3. Principal Institutions to Complete the Project: Fill in the unit where each principal person works during his/her participation in the main innovation work of the project, and list them according to their respective contributions to the project. The number of institutions shall not exceed 5. For individual projects, fill in “N/A”.

4. Involved Field of Science and Technology: Fill in the form according to the subject names corresponding to the technological innovations listed in “III. Project Details” in order. Please fill in according to the subject category provided by FDCT.

5. Project Funding: It refers to the programs and funds which support the project directly. The type of project funding units: A. State programs; B. Ministerial programs; C. Programs of provinces, municipalities and autonomous regions; D. Foundation; E. Enterprises; F. Others. The applicant needs only to fill in the corresponding English code.

6. Project Commencement and Completion Dates: The starting date shall be filled with the time when the research of the project starts, such as project initiation, task assignment and contract signing; the completion date shall be filled with the time when the overall project technology is first applied. If it is impossible to be accurate to the exact date, fill in “1<sup>st</sup> day” uniformly.

## **II. Brief Introduction of the Project**

The content shall not exceed 1,200 words, and shall include the main technological contents, authorized patents, technical and economic indicators, application promotion and benefits, etc.

### **III. Project Details**

#### **1. Scientific and Technological Details**

The content shall not exceed 6 pages. This is the core part of the application which is also the main basis for project assessment and controversy settlement.

Based on the innovation, application benefits and economic and social value, the applicant shall provide an objective, authentic and accurate illustration on the background of the project, the key and core technological innovations, compare with the main parameters of current similar technologies at home and abroad, and specify the main intellectual property rights and standards and specifications. Appraisal content shall not be involved in this part.

Technological innovations shall be listed in order of importance. Before each technological innovation is described, the name of its subject category and the serial number of its supporting documents in the appendices shall be specified first.

The scientific and technological limitations of the project shall be briefly described.

#### **2. Economic Benefits**

Introduce the economic benefits obtained after the application of project technology, such as technical contract income (contract amount and amount received) of colleges, universities and scientific research institutes, quality and efficiency improvement of products or services using the project technology in enterprises or other units, sales volume related to the application of project technology, cost savings, energy consumption reduction. The calculation method shall be indicated, and the objective proofs that support the establishment of the data shall be submitted in the appendices. If there are no economic benefits, only social benefits shall be provided.

#### **3. Social Benefits**

Specify the role of the project in promoting scientific and technological progress, protecting natural resources and ecological environment, ensuring social security, improving people's material and cultural life, improving their health level, uplifting people's scientific and cultural quality as well as cultivating talents, etc.

Provide documents proving that the overall project technology has been applied for at least two years prior to the date of acceptance of the award application in the

appendices.

#### **IV. Science and Technology Awards Received by this Project**

Provide information of the received awards established by the mainland provincial and ministerial departments, and the social organizations approved by the Ministry of Science and Technology, as well as the international organizations and the foreign governments.

#### **V. Major Proofs Catalogue**

##### **1. Certificate of Intellectual Property Rights**

Fill in the approved or authorized intellectual property rights (including invention patents, utility model patents, new plant species rights, computer software copyrights, integrated circuit layout design rights, etc.) and standards and specifications that directly support the establishment of main technological innovations of this project, and list them according to their closeness to the main technological innovations.

For other types than invention patents, fill in the corresponding columns according to the actual situation.

The listed patent certificate issuance date, standard specification publication date, and paper publication date shall be two years prior to the date of acceptance of the award application.

Invention patents whose inventors are not the principal person to complete the project shall not be included in this catalogue.

##### **2. List of Applying Units**

Fill in the overall technology applications of the main applying units (including those which are also the unit to complete the project).

#### **VI. Profile of Principal Person to Complete the Project**

1. Work Unit: Fill in the unit where the applicant is working currently.

2. Job Title: It refers to teacher, teaching assistant, lecturer, assistant professor, associate professor, professor; technician, assistant engineer, engineer, senior engineer, professor-level senior engineer; medical assistant, doctor, attending doctor, deputy chief physician, chief physician, etc.

3. Major Contributions to this Project: The content shall not exceed 200 words. The substantial contributions made by the applicant shall be specified, and the corresponding technological inventions listed in “III. Project Details” shall be indicated. For a technological invention made in collaboration with others, the applicant shall clearly state

his/her specific contributions independent of the co-workers and the serial number of the supporting materials for the contributions in the appendices.

4. Signature: The handwritten signature of the applicant.

## **VII. Appendices**

1. Copies of Valid Identification Documents of All Applicants: Such as Macao SAR Resident Identity Card, passport, etc.

Electronic version: Submit scanned copies. Only 1 PDF file is allowed.

Paper version: Copies consistent with the electronic version.

2. Valid Work Permit Certificate in Macao: If the applicant is a non-resident of Macao SAR working in Macao, he/she shall submit a work permit certificate.

Electronic version: Submit scanned copies. Only 1 PDF file is allowed.

Paper version: Copies consistent with the electronic version. Submit as per the actual number of pages.

3. Certificate of Enrollment: If the applicant is studying in a higher education institution, he/she shall submit documents such as the student ID card and certificate of enrollment.

Electronic version: Submit scanned copies. Only 1 PDF file is allowed.

Paper version: Copies consistent with the electronic version. Submit as per the actual number of pages.

4. Intellectual Property Liability Statement: To be physically hand signed by all applicants.

Electronic version: Submit scanned copies. Only 1 PDF file is allowed.

Paper version: Submit the original.

5. Reference Letters: Reference letters issued by two persons who are not related to the project and at the grade of associate professor or above.

Electronic version: Submit scanned copies. Only 1 PDF file is allowed.

Paper version: Submit the original.

6. Certificate of Intellectual Property Rights

Electronic version: Submit the full description document for invention patents, and submit the certificate or full description for other types of patents. Only 1 PDF file is allowed for each content.

Paper version: Submit the abstract page of the description for invention patents, and submit certificate copies or the front page for other types of patents. Only 1 page is

allowed for each content.

#### 7. Proof of Awards Received

Electronic version: Submit scanned copies of awards or certificates. Only 1 PDF file is allowed for each content.

Paper version: Submit copies of awards or certificates. Submit as per the actual number of pages.

#### 8. Certificate of Main Applications

Provide key pages of at least one document proving that the overall project technology has been applied for at least two years prior to the date of acceptance of the award application in the appendices, such as acceptance reports, user reports, sales or service contracts, etc. The corresponding descriptions or certificates issued by the applying units can be used as supporting evidence, and shall be affixed with the official seal of the legal entity. When filling in the economic benefit data, the objective proofs that support the establishment of the data shall be submitted, such as receipts or relevant certificates issued by the financial department of each unit.

Electronic version: Submit scanned copies of key pages. Only 1 PDF file is allowed for each content.

Paper version: Copies consistent with the electronic version. Submit as per the actual number of pages.

9. Other Certificates: The certification materials that support the main technological innovations, objective appraisals, and academic contributions of the applicant.

Electronic version: No more than 30 PDF files.

Paper version: Consistent with the electronic version. Submit as per the actual number of pages.