

# Technological Invention Award Application Form

## Completion Guidelines

The Application Form for the Technological Invention Award is a fundamental document and the primary basis for award assessment. It must be completed conscientiously and truthfully in strict accordance with the instructions provided in this document.

### I. Basic Information

1. Project title: The Chinese title shall not exceed 30 characters. The English title shall not exceed 30 words. The title should focus on the technological content of the core invention and concisely and accurately reflect the main technological invention and its characteristics. Formulations such as **“XX study” shall not be used. The title shall not contain enterprise names or specific product brand names.**

2. Project start & end date: The start date shall refer to the time when the project research begins, such as project initiation, task assignment, or contract signing. The end date shall refer to the time when the overall technology was first applied, or the date of the most recent approved or authorized intellectual property (IP) rights or standard/specification.

3. Field of science and technology: Fill in the names of disciplines in the same order as the disciplinary categories corresponding to each scientific discovery listed under “IV. Major Technological Inventions”.

4. Project funding status: The project name, project number, and task source shall be provided and listed in order of relevance to the current project. Task sources include: national-level programs; provincial, municipal, or autonomous region programs; science and technology fund support; enterprises; others.

### II. Project summary

This part shall not exceed 1,200 words. It shall include the main technical components of the project, details of authorized patents, technical and economic indicators, as well as information on its application and the benefits achieved.

### III. Objective assessment

This part shall not exceed 2,400 words. Provide an objective, truthful, and accurate

assessment focusing on the originality, advancement, and technical value of the technological inventions. The assessment must be supported by objective evidence, primarily including comparisons with related technologies domestically and internationally; official technical testing reports, acceptance opinions, and evaluation conclusions issued by relevant authorities; academic evaluation opinions published in major domestic and international journals, monographs, or conference proceedings; and major domestic and international science and technology awards. **Non-public materials (such as private letters) shall not be used as supporting evidence.**

#### **IV. Major Technological Inventions**

This part shall not exceed 5 pages. It is the core content of the application form and an important basis for project evaluation and for handling objections.

Focusing on the originality, advancement, and technical value, provide an objective, truthful, and accurate description of the project's background and its unprecedented, key creative technical components, with a focus on originality, advancement, and technological value. It should include a comparison with the main parameters of similar current technologies at home and abroad, and list the major intellectual property (IP) rights, standards/specifications, and norms involved. This section shall not include evaluative statements.

Technological inventions shall be listed in order of importance. Before describing each technological invention, the subject classification and the authorized intellectual property (IP) rights supporting it shall be specified. Core inventions must have obtained authorized intellectual property (IP) rights.

#### **V. Application and Outcomes**

1. Application details: This part shall not exceed 1,200 words. Provide an overview of the application of project technology, including the application entities (such as organizations, products, processes, engineering projects, or services) and the scale of application. Key pages of **supporting documents** or a list of **supporting materials shall be provided as objective evidence.**

2. Application outcomes: This part shall not exceed 1,200 words. The content shall be completed in accordance with the characteristics of the relevant industry field.

The description should outline the role of the project in solving industry technical problems, promoting scientific and technological progress, protecting natural resources

and the ecological environment, enhancing national defense capability, safeguarding national and social security, improving people's material and cultural life, enhancing health standards, raising scientific and cultural literacy, and talent cultivation.

Where economic benefits are generated, describe the economic benefits achieved from the application of the project technology by the affiliated organization(s) and by the organizations listed in the "Implementing organizations" table; income from technical contracts (contract value and actual revenue) for universities and research institutes; improvements in product or service quality and efficiency; sales revenue related to the application of the project technology; and cost savings and reductions in energy consumption. **The calculation method shall be specified, and objective supporting documents shall be provided.**

#### **VI. Major Intellectual Property (IP) Rights and Standards/Specifications**

This part shall not exceed 10 items. List the intellectual property (IP) rights and standards/specifications that directly support the establishment of the project's major technological inventions and have been **approved or authorized**, in order of relevance and importance to the major technological inventions.

For categories other than invention patents, the corresponding fields shall be completed according to the actual situation.

The issuance date of patent certificates, publication date of standards/specifications, and publication date of papers shall be **at least two years prior to the date of application.**

#### **VII. Previous Science and Technology Awards Received by This Project**

Information shall be provided on any science and technology awards granted by national-level, provincial, or ministerial-level, or other science and technology awards established by social organizations with the approval of the Ministry of Science and Technology of the People's Republic of China, as well as science and technology awards established by international organizations and foreign governments.

#### **VIII. Applicant Information**

1. Applicant(s): Applicants shall be **inventors** of the intellectual property (IP) rights and standards/specifications listed in "VI. Major Intellectual Property (IP) Rights and Standards/Specifications". **The applicant or the entity legally established in Macao or the Cooperation Zone to which the applicant belongs shall hold the intellectual property (IP) rights in such achievements.** Applicants shall be listed in order of

contribution, with no more than five persons.

2. Affiliated organization(s): State the **organization legally established in Macao or the Cooperation Zone** where the applicant conducted the main research work of the project.

3. Period of involvement in this project: The start date shall be later than the project start date. The end date shall be determined according to the actual circumstances and is not limited by the project completion date.

4. Contribution to the major technical inventions of this project: This part shall not exceed 300 words. The applicant shall specify the substantive contributions made to this project and indicate the corresponding technological invention(s) listed in “IV. Major Technological Inventions”. For collaborative inventions, the applicant shall clearly describe their specific contributions, independent of the collaborators, and indicate the reference numbers of the supporting materials in the appendices.

5. Science and Technology Awards previously received by the individual: This part shall not exceed 200 words. Provide the title of the awarded project, name of the award, grade of the award, award-granting organization, and date of award.

## **IX. Appendices**

1. Identification documents and relevant supporting documents of the applicant: Identification document(s) of the applicant; non-Macao residents shall also submit a certificate of enrollment issued by a higher education institution whose main campus is located in Macao or documentary proof of a Macao SAR work permit.

Electronic version: Submit scanned copies.

Paper version: Submit photocopies consistent with the electronic version.

2. Two letters of recommendation issued by individuals at associate professor level or above (or equivalent position level)

Electronic version: Submit scanned copies.

Paper version: Submit originals.

3. Statement of Intellectual Property Liability: Must be signed by all applicants.

Electronic version: Submit scanned copies.

Paper version: Submit originals.

4. Statement of collaborators' consent to use the outcomes for the relevant award application: Must be signed by all collaborators.

Electronic version: Submit scanned copies.

Paper version: Submit originals.

5. Supporting documents on application and results: These refer to objective materials used to support application and outcomes, such as acceptance reports, user reports, technical contracts, sales or service contracts, test reports, and other similar materials. Explanations or certificates issued by the application entities may be used as supporting documents and shall bear the official seal of the legal entity. Where economic benefit data is provided, objective supporting documents establishing the data shall be submitted, such as receipts for actual revenue or relevant certificates issued by the financial department of the organization concerned.

Electronic version: Submit scanned copies of key pages.

Paper version: Submit photocopies consistent with the electronic version.

6. Major intellectual property (IP) rights and standards/specifications:

Electronic version: For invention patents, submit the full specification, including the certificate front page, abstract page, claims, and description; for other categories, submit the certificate or full text.

Paper version: For invention patents, submit the abstract page of the specification; for other categories, submit certificate photocopies or the front page.

7. Proof of previously received science and technology awards

Electronic version: Submit scanned copies of awards or certificates.

Paper version: Submit photocopies consistent with the electronic version.

8. Other supporting documents: These refer to materials supporting the project's major technological inventions, objective assessment, and the applicant's contributions.

Paper version: Submit photocopies consistent with the electronic version.