

國立成功大學產學合作發展專帳申請支用作業要點
National Cheng Kung University Directions on Application and Disbursement of Special Account for Industry-University Cooperation

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第一條 國立成功大學(以下簡稱本校)為拓展本校產學合作業務，特設推動產學合作發展專帳(以下簡稱本專帳)，並訂定本要點。

Article 1. National Cheng Kung University (hereinafter referred to as the “University”) has set up a special account (hereinafter referred to as the “Account”) for the promotion of industry-university cooperation.

第二條 本專帳所需經費由本校校務基金分五年，每年提撥新臺幣壹仟萬元，期滿後得視其成效檢討存廢、管理及執行方式。

Article 2. NT\$10 million will be allocated to the Account every year for five years from the University Endowment Fund. At the end of the fifth year, the continuation or termination, management and execution method of the special account shall be determined according to its effectiveness.

第三條 本校編制內教師、研究人員為推動產學合作案所需之經常費用及資本支出，均可依本要點申請支用。

Article 3. Certified faculty members and researchers of the University can apply for the recurrent expenses and capital expenditure in order to promote industry-university cooperation in accordance with these directions.

第四條 申請程序如下：

(一) 申請人應經由本職單位或兼職之研究總中心所屬中心提出申請，填具申請計畫書、個人資料表各乙式三份。以研究總中心所屬之中心提出者送交研究總中心，其他送交研究發展處。

(二) 申請計畫書內容應載明下列事項：

1. 經費用途與額度。
2. 推動產學合作案內容與預期收益。
3. 回饋規劃(回饋期程以不超過五年為原則)。
4. 過去三年申請人承接產學合作案之計畫名稱及經費與節餘情形。

(三) 申請人申請支用經費額度，逾越現有產學合作計畫節餘款時，須出具所屬一、二級單位推薦書及申請人切結書。

Article 4. The application process is as follows:

1. The applicant should submit the application form and personal information form in triplicate through the division or the center under the Research and Services Headquarter (RSH) to which the applicant is affiliated. Applications from RSH-affiliated research centers are sent to the RSH and other applications to the Office of Research and Development.

2. The application should include the following:

- (a) Purpose and amount of funds
- (b) Contents and expected benefits of industry-university cooperation
- (c) Feedback planning (in principle, the feedback period should not exceed 5 years)
- (d) Name, funds and surplus of the project undertaken by the applicant in the past three years

3. When applying for funds beyond the remaining budget of the existing industry-university cooperation project, the applicant shall present a recommendation letter from the affiliated first or second level unit and the affidavit of the applicant.

第五條 審查作業如下：

- (一) 由研發長、研究總中心中心主任、主計室主任及財務長組成審查小組，審查申請案。
- (二) 申請案由研究發展處承辦者，由研發長擔任召集人；申請案由研究總中心承辦者，由研究總中心中心主任擔任召集人。
- (三) 申請案以隨到隨審方式進行，至該年度本專帳經費用罄為止。
- (四) 審查小組應依本要點規定審查申請文件，並由研究發展處（研究總中心）將審查結果通知申請人及申請單位。

Article 5. The review will be carried out as follows:

(1) A review team composed of the VP for R&D, the CEO of the Research and Services Headquarter (RSH), the comptroller of the Accounting Office and the CFO shall examine the application.

(2) If the application is handled by the Office of Research and Development, the VP for R&D shall serve as the convener. If the application is handled by the RSH, the the CEO of the RSH shall serve as the convener.

(3) The application will be processed on a rolling basis until the appropriation of the special account for that year is exhausted.

(4) The review team shall examine the application documents in accordance with these directions and the Office of Research and Development (or Research and Services Headquarter) shall inform the applicant and the applicant unit of the results of the examination.

第六條 經核定支用之案件，其經費不得移作他用，如有特殊情況，須變更改用途使用者，應詳述理由，經審查小組核准後，始得辦理。違反者，除應即追繳該款項外，依其情節輕重，停止申請一年至五年。

Article 6. For approved projects, the funds shall not be used for other purposes. In case of any special circumstances, the purpose of use shall be changed. The reasons shall be detailed and approved by the review team. The violator shall recover the money and be suspended from application for one to five years according to the seriousness of the case.

第七條 申請人應依回饋期程將支用款項歸還本專帳，未於預定期程內完成回饋時，校方得以申請人產學合作及其他委託計畫案之節餘款、技轉權利金、衍生利益金等相關權益收入，或其他符合相關會計科目之自籌經費，逕行扣抵。

Article 7. The applicant shall repay the disbursement to the special accounts in accordance with the feedback period. If the applicant fails to complete the repayment within the scheduled period, the University may deduct the surplus, technology transfer royalty, derivative interest and other relevant income from the applicant's industry-university cooperation and other entrustment projects or other self-raised funds of the certain accounts.

第八條 申請人未依前點規定回饋或不足扣抵，經所屬院、系（所）主管督促仍未完全履行者，研究發展處（研究總中心）得提交審查小組研議後續處理方式及採取必要處置措施，並呈請校長核定。

Article 8. If the applicant fails to give feedback according to the preceding provisions or does not have sufficient funds for deduction, and still fails to meet the requirements under the supervision of the supervisor of his/her college or department (institute), Office of Research and Development (or Research and Services Headquarter) may submit the case to the review team for the discussion of the follow-up treatment and necessary measures, and submit the case to the President for approval.

第九條 申請人回饋校方之金額，應作為本專帳之申請支用，年度如有剩餘併入次年度本項經費預算，必要時學校得作統籌運用。

Article 9. The amount returned by the applicant to the University shall be used for this special account. Any surplus of this year's budget will be incorporated into this budget for the following year, which will be used by the University if necessary.

第十條 本要點專帳經費之申請、審議、撥付及回饋等相關規定，由研究發展處另訂之。

Article 10. The Office of Research and Development shall prescribe the relevant provisions for the application, examination, appropriation and feedback of the special account funds.

第十一條 本要點修正前研究總中心處理本要點之事務、經費，依修正前規定辦理。修正後新申請案件，依修正後規定辦理。

Article 11. The Research and Services Headquarter shall handle the matters and funds regarding these directions in accordance with the provisions before the amendment. New application cases after amendment shall be handled in accordance with the amended provisions.

第十二條 本要點經校務基金管理委員會及行政會議通過後實施，修正時亦同。

Article 12. These directions shall be implemented and amended after approved by the University Endowment Fund Management Committee and the Administrative Council.

